

LONDON BOROUGH OF WALTHAM FOREST

Committee/Date:	Planning – 14 Oct 2025
Application reference:	250789
Applicant:	Kate Hassey
Location:	10 Marion Grove, Woodford Green, IG8 9TA
Proposed development:	Construction of hip to gable side roof extension and rear dormer roof extension together with installation of two roof-lights to front roof.
Wards affected:	Hatch Lane & Highams Park North
Appendices:	None

1. RECOMMENDATION

1.1. That Planning Permission be **GRANTED** subject to conditions and informatives.

2. REASONS REFERRED TO COMMITTEE

1.2. The case has been referred to Committee due to the extensive level of public interest.

3. SITE AND ITS SURROUNDINGS

- 1.3. The application relates to a two storey semi-detached residential property located on the northern side of Marion Grove. The property benefits from a single storey rear extension and a front porch with planning permission granted in 2024 under application reference: 241279.
- 1.4. The surrounding vicinity is predominantly residential and consists of mostly two storey semi-detached properties which many have been extended to the rear on the ground floor and loft level.
- 1.5. The site is located within the Highams Park Neighbourhood Plan Area. It also situates in the Highams Estate Area of Special Character and subject to an Article 4 Direction restricting Part 1 Class A, B, C and H of Schedule 2 to the Town and Country Planning (General Permitted Development) (England) Order (GPDO) 2015 (as amended). The direction is effective from August 2019.
- 1.6. However, the property is not located within a Conservation Area and is not listed.

4. APPLICATION PROPOSAL

- 1.7. The proposal is for a hip to gable side roof extension, a rear dormer, along with the installation of two front rooflights to the main roof.
- 1.8. The proposed dormer would set 1.3m away from the eaves, 0.6m and 0.8m from either side building boundaries and in line with the roof ridge. The dormer would be finished with clay roof tiles to match with the existing. Two windows are proposed to the rear, in grey aluminium frame.
- 1.9. The proposed hip to gable extension would adopt red roof tiles with roughcast rendered gable wall to match with the application house.

- 1.10. Two Velux rooflights would be installed to the main front roof. The rooflights would not protrude more than 150mm from the roof plane.

5. RELEVANT HISTORY

Planning

- 1.11. Permission was granted on 15 July 2024 under application reference 241279 for a single storey rear extension, a replacement front porch, conversion of garage into bicycle storage and installation of external insulation with roughcast finish. As noted during site visit on 14 May 2025, the approved works were completed.
- 1.12. A Lawful Development Certificate application (reference 240644) was withdrawn on 08 May 2024. This application relates to a hip to gable side roof extension, and dormer roof extension to main rear roof (with French door and safety screen), together with installation of four roof lights to front roof slope.

Pre-application

- 1.13. There is no relevant pre-application.

Planning Enforcement

- 1.14. There is no enforcement history.

Adjacent sites/ neighbouring properties

- 1.15. There are five relevant planning records in the surrounding area:

Application Reference	Location	Proposal	Decision
211682	11 Marion Grove, Woodford Green, IG8 9TA	Construction of hip to gable side roof extension and rear dormer roof extension to main rear roof (with French doors and safety railings). Construction of first floor side/rear extension, single storey rear extension including conversion of garage into habitable space.	Approved (with Conditions & Informatives) 23/08/2021
200295	9 Marion Grove, Woodford Green, IG8 9TA	(1) Alteration to approved extensions, relating to application 163350 removal of proposed hipped roof end with flat roof form over the rear first floor extension (2) Alteration of main roof from hipped to gable end (3) Installation of two rear dormers on the roof, and (4) Installation of two front roof lights.	Approved (with Conditions & Informatives) 06/04/2020
141219	13 Keynsham Avenue, Woodford Green, IG8 9SZ	Certificate of Lawful Development - Proposed - Loft conversion with rear dormer window and two Velux at front. Alterations from hipped roof to gable end	Approved (With Informatives) 18/07/2014

131758	28 Keynsham Avenue, Woodford Green, IG8 9SZ	Certificate of Lawful Development - Existing - Loft conversion with rear dormer window and two front rooflights to front roof slope, alteration from hip to gable roof.	Approved (With Informatives) 22/11/2013
070366	8 Marion Grove, Woodford Green, IG8 9TA	Certificate of Lawful Development - Proposed - Formation of room in the roof involving installation of rear dormer window and alteration of hipped roof to gable end, as shown in drawing number 02 received 23 April 2007.	Approved (With Informatives) 18/06/2007

6. PUBLIC CONSULTATION

1.16. The Council circulated 7 consultation letters to neighbouring residents. The following properties were consulted:

- 7 to 12 Marion Grove
- 17 Keynsham Avenue

1.17. Additional public consultation was undertaken from 11 June 2025 for 14 days due to receipt of amended drawings to reduce the size of the rear dormer.

1.18. As a result of the public consultations, 5 objections were received. 9 support letters and 1 letter of “no objection” was also received.

Table 1: summary of objection during public consultation

Objection	Officer Response
Out of character	The proposed works would be in keeping with the established development pattern and evolving character of the area. Please see Section 11A in the full assessment below.
Contradiction to Article 4 Direction	Article 4 Direction restrict the permitted development rights for extensions and changes to roof profiles, however homeowners can still submit a householder application, which is assessed against the national, regional and local plan policies. Please see Section 11A in the full assessment below.
Overshadowing and loss of light	The proposed extensions would have sufficient separation distance from neighbouring properties to mitigate the impact of overshadowing and daylight. Please see Section 11B in the full assessment below.

7. OTHER CONSULTATIONS

1.19. The following internal and external consultees were consulted, with comments provided below:

Table 2: summary of internal responses

Consultee	Comments
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Design and Conservation Lead	Acceptable in design and heritage terms, given the context of the surroundings and precedents in the area. The set in from the sides also helps to reduce the bulk. Materials are also viewed positively.
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Table 3: summary of external responses

Consultee	Comments
Highams Park Planning Group	Objection - the proposal would fail to comply with The Highams Park Neighbourhood Plan, whereby the hip to gable extension would harm the architectural character of the Area of Special Character, and symmetry of the semi-detached setting.
Highams Residents' Association	Objection - the hip to gable extension would compromise the architectural symmetry of this pair of semi-detached properties, and detract from this designated Area of Special Character.

8. DEVELOPMENT PLAN

1.20. Section 70(2) of the Town and Country Planning Act 1990 (as amended) sets out that in considering and determining applications for planning permission the local planning authority must have regard to:

A) the provisions of the development plan, so far as material to the application;

B) any local finance considerations, so far as material to the application; and any other material considerations.

1.21. Section 38(6) of the Planning and Compulsory Purchase Act (2004) makes it clear that 'if regard is to be had to the development plan for the purpose of any to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise'. The development plan for Waltham Forest comprises the Waltham Forest Local Plan LP1 (2024), and the London Plan. Other planning policies are material considerations.

The London Plan (2021)

1.22. The London Plan is the overall strategic plan for London and it sets out a fully integrated economic, environmental, transport and social framework for the development of the capital from 2019 to 2041.

1.23. The relevant policies within the London Plan 2021 relevant to this application are considered to include but not limited to:

- D1 London's form, character, and capacity for growth
- D3 Optimising site capacity through the design-led approach
- D4 Delivering good design
- D6 Housing quality and standards
- HC1 Heritage conservation and growth

Shaping the Borough – Waltham Forest Local Plan LP1 (2024)

1.24. The draft version of the Local Plan underwent Regulation 18 public consultation between July 2019 and September 2019 and consultation on the proposed submission version between 26 October 2020 and 14 December 2020. It underwent examination and consultation on proposed modifications concluded on 21 September 2023. The Waltham

Forest Local Plan (LP1) was subsequently adopted 29 February 2024 and therefore now forms a key part of the development plan in determining all planning applications. The previous Core Strategy (2012) and Development Management Policies (2013) are superseded by LP1.

1.25. The relevant policies are:

- Policy 53 Delivering High Quality Design
- Policy 57 Amenity
- Policy 76 Highams Area of Special Character

Highams Park Neighbourhood Plan (2025)

1.26. In 2014, the Council recognised the Highams Park Planning Group as the Neighbourhood Planning Forum for the Highams Park Area under the Localism Act (2012). Following a local referendum in March 2020, as of 21 May 2020, the Highams Park Neighbourhood Plan is the "made" (adopted) neighbourhood plan for the Highams Park Area. The Plan comprises the vision for the Highams Park area over the period from the date of adoption until 2033 and provides clarity to residents, landowners and other interested parties as to how local people would like to see the Area develop and improve over the lifetime of the Plan. An amended version was published in September 2025 to update references to the Local Plan, London Plan and NPPF.

1.27. The Plan comprises eight thematic policy sets broken down into twelve policies; an area character matrix and additional guidance on "Aspirations, Projects & Actions" in the local area to gas a frame for developer contributions.

1.28. The specific policy areas of the Plan considered to be most relevant to the assessment of this application are as follows:

- Policy CDP1: Heritage Assets
- Policy CDP2: Character and Design

9. MATERIAL PLANNING CONSIDERATION

National Planning Policy Framework (2024)

1.29. The National Planning Policy Framework sets out the Government's planning policies for England and how these are expected to be applied. It is material consideration in planning decisions. It contains a presumption in favour of sustainable development, described as at the heart of the framework.

1.30. For decision-taking the NPPF states that the presumption means "approving development proposals that accord with an up-to-date development plan without delay" and where there are no relevant development plan policies, or the policies which are most important for determining the application are out of date, granting permission unless "...any adverse impacts would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole, having particular regard to key policies for directing development to sustainable locations, making effective use of land, securing well-designed places and providing affordable homes, individually or in combination".

1.31. The NPPF gives a centrality to design policies; homes should be locally led, well-designed, and of a consistent and high-quality standard. Local planning authorities (LPAs) are to make sure that the quality of approved developments does not materially

diminish 'between permission and completion, as a result of changes being made to the permitted schemes'

- 1.32. The specific policy areas of the NPPF considered to be most relevant to the assessment of this application are as follows:
- Making effective use of land
 - Achieving well-designed places
 - Conserving and enhancing the historic environment

National Design Guide: Planning practice guidance for beautiful, enduring and successful places (Jan 2021)

- 1.33. This sets out the ten characteristics of good design: context, identity, built form, movement, nature, public spaces, uses, homes and buildings, resources and lifespan. The purpose of ensure all forthcoming future developments are of high quality design and standard in its entirety.

10. LOCAL FINANCE CONSIDERATIONS

- 1.34. Local Finance Considerations are a material consideration in the determination of all planning applications. Local Finance Considerations can include either a grant that has been or would be given to the Council from central government or money that the council has received or will or could receive in terms of Community Infrastructure Levy (CIL).
- 1.35. There are no grants which have been or will or could be received from central government in relation to this development.
- 1.36. The Council has not received and does not expect to receive income from LBWF CIL in relation to this development.
- 1.37. The Council has not received and does not expect to receive income from Mayoral CIL in relation to this development.

11. ASSESSMENT

- 1.38. The main issues for consideration, in relation to the proposed development are as follows:

A. Urban Design

- 1.39. Policy D1 of the London Plan (2021) states that change is a fundamental characteristic of London, respecting character and accommodating change should not be seen as mutually exclusive. Boroughs should not seek to preserve things in a static way but should ensure an appropriate balance is struck between existing fabric and any proposed change. Opportunities for change and transformation, through new building forms and typologies, should be informed by an understanding of a place's distinctive character, recognising that not all elements of a place are special and valued.
- 1.40. Policy HC1 also ensures that developments should be sympathetic to the historic environment and heritage assets' significance and appreciation within their surroundings.

The cumulative impacts of incremental change from development on heritage assets and their settings should also be actively managed.

- 1.41. Policy 53 of the Waltham Forest Local Plan LP1 (2024) seeks to ensure developments are a high quality and enhance local character in relation to the architectural integrity of the existing building and the surrounding area. Policy 76 seeks to protect the architectural and historic significance of the Highams Area of Special Character.
- 1.42. Policies CDP1 and CDP2 of the Highams Park Neighbourhood Plan (2020) also state that development proposals within Areas of Special Character should respect the features and distinctive elements in the area. Developments shall be of high-quality design and should complement the existing character and appearance of the area.
- 1.43. The Highams Estate Area of Special Character was designated by the Council in 1988 in recognition of the area's cohesive architectural and landscape quality.
- 1.44. Although not deemed to be of sufficient interest to be merited with conservation area designation and not being a statutory consideration within the planning process, where applications are submitted within the Highams Estate, the Council will seek to ensure the area's special interest is protected. Therefore, the Council has issued an Article 4 Direction in Aug 2019 to ensure elements of the character of the estate are preserved and enhanced through the planning process, requiring planning permission be applied for property extensions and changes to roof profiles.
- 1.45. The Area of Special Character is a non-designated heritage asset; paragraph 216 of the NPPF requires the effect of the application on the significance of a non-designated heritage asset to be taken into account. A balanced judgement will be required having regard to the scale of any harm and the significance of the asset.
- 1.46. The key features of the area include use of brick at ground floor and roughcast render at first floor, timber panelled front doors, red and brown clay roof tiles. Whilst the original roofs in the area are pitched and tiled, many properties have been extended by means of hip to gable side roof extensions, rear dormers and two storey side extensions.
- 1.47. Most of the roof level extensions were completed prior to the Article 4 Direction which came into effect in 2019, as properties still benefited from permitted development rights to alter or extend the roof. For instance, the adjacent property No.8 Marion Grove, neighbouring properties Nos.13, 24, 28, 30, 32, 36 and 44 Keynsham Avenue all benefit from hip to gable and rear dormer extensions.
- 1.48. Numerous extensions were approved after the Article 4 Direction came into effects, via the full planning process. For example, the properties directly opposite to the application site, Nos.9 and 11 Marion Grove have been extended by means of hip to gable extensions, two storey side extensions and rear dormers, with permissions granted in 2020 and 2021.
- 1.49. These hip to gable side roof extensions and rear dormers have transformed the character and development pattern of the area. The proposed hip to gable roof extension and rear dormer would share a similar design and scale as these extensions, as such they are considered acceptable and in keeping with the established development pattern and evolving character of the area.
- 1.50. Furthermore, the proposed dormer would be finished with clay roof tiles and the hip to gable extension would adopt red roof tiles with roughcast rendered gable wall to match with the application house. The clay tiles and roughcast render are also key features of the area. Therefore, the proposal would deliver a cohesive appearance complementing with the host property and surrounding area
- 1.51. In terms of bulk and massing, the size of the proposed dormer has been further reduced to lessen the overall bulk and mitigate the visual impact. The proposed dormer would

set in 1.3m from the eaves, 0.6m and 0.8m from the property side boundaries and in line with the roof ridge. The inset would be more generous than other dormers present in the area, appearing more subordinate.

- 1.52. It is acknowledged that the proposal would imbalance the symmetry with the adjoining semi-detached property No.12, albeit it does provide some balance against the symmetry with No.8. In addition, the visual balance can be re-instated if No.12 pursued a similar extension via a forthcoming planning application. This proposal also does not prejudice any further extension at No.12 to warrant a refusal in this instance.
- 1.53. The proposal would also introduce two Velux rooflights to the main front roof. The rooflights would not protrude more than 150mm from the roof plane. Front rooflights are commonly found in the area, with numerous properties featuring two to three rooflights. The proposal would share a similar number of openings, in terms of positioning and design as other rooflights in the area. Therefore, the proposed rooflights, given their design, size, number protrusion and materials would be acceptable within the existing urban form in the vicinity and the wider locality.
- 1.54. Overall, given the immediate context, planning precedents, reasonable set in and matching materials, the proposed hip to gable roof extension, rear dormer and front rooflights are considered appropriate additions to the application property, with respect to the existing built form and local character of the Highams Estate Area of Special Character in compliance with policies D1 and HC1 of the London Plan (2021), policies 53 and 76 of the adopted Waltham Forest Local Plan LP1 (2024) and policies CDP1 and CDP2 of the Highams Park Neighbourhood Plan (2020). In the context of paragraph 216 of the NPPF the proposal has a very limited impact on the Area of Special Character as a whole.

B. Residential Amenity

- 1.55. Policy D6 of the London Plan (2021), along with Policy 57 of the Waltham Forest Local Plan LP1 (2024) seek to maintain the amenity of occupiers of adjoining properties in terms of daylight/sunlight, sense of enclosure, outlook and privacy.

8 Marion Grove

- 1.56. This property is an adjacent semi-detached house situated to the east of the application site. This property sits further behind the host site so that its building line is further beyond the subject property. Further, Marion Grove slopes upward to the east, as such No.8 situates at a higher level than the application property. Besides, No.8 also benefits from a hip to gable roof extension and a rear dormer.
- 1.57. The proposed gable end would set away approximately 2m from the shared boundary, and 4.5m from No.8's main side elevation. The rear dormer would also set away approximately 2.9m from the common boundary, and 5m from No.8's main house.
- 1.58. The proposed fenestration would be rear or upward facing, as such no significant impact of overlooking or privacy is expected.
- 1.59. Overall, given the reasonable separation distance, scale, positioning with no side windows proposed or present at the loft level of No.8, the neighbouring amenity would not be reduced in any discernible way by the proposed roof extensions and front rooflights.

12 Marion Grove

- 1.60. This property is the adjoining semi-detached house located to the west of the subject site. The proposed dormer, front rooflights and gable roof extension would be located on the loft level and positioned reasonably away from any habitable rooms of No.12. The rear dormer would set away approximately 0.8m from the shared boundary. The proposal would not project beyond the rear elevation of the host property to cause any significant impact of daylight, sunlight or sense of enclosure to No.12. Besides, No.12 is located to the west, its property would still benefit from reasonable level of daylight without being overshadowed by the proposed works.
- 1.61. The proposed fenestration would be rear or upward facing, as such no significant impact of overlooking or privacy is expected.
- 1.62. Given the reasonable separation distance, positioning, with no side windows proposed or present at the loft level of No.12, the proposed works are considered to have insignificant amenity impact in terms of daylight/sunlight, sense of enclosure, outlook or privacy.
- 1.63. In conclusion, the proposed development would not incur harm on neighbouring amenity, in accordance with the requirements of policy D6 of the London Plan (2021) and policy 57 of the Waltham Forest Local Plan LP1 (2024).

C. Biodiversity

- 1.64. Paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021) specifies that planning permission granted for the development of land in England is deemed to have been granted subject to the condition ("the biodiversity gain condition") that development may not begin unless:
 - a Biodiversity Gain Plan has been submitted to the planning authority, and
 - the planning authority has approved the plan.
- 1.65. All planning permissions granted in England have to deliver at least 10% biodiversity net gain, effective from 12 February 2024. The biodiversity gain condition does not apply to some types of development, including householder development. Therefore, this proposal is exempt from the BNG requirement.

12. ADDITIONAL CONSIDERATIONS

Public Sector Equality Duty

- 1.66. In making your decision you must have regard to the public sector equality duty (PSED) under s.149 of the Equalities Act. This means that the Council must have due regard to the need (in discharging its functions) to:
- 1.67. Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- 1.68. Advance equality of opportunity between people who share a protected characteristic and those who do not. This may include removing or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic; taking steps to meet the special needs of those with a protected characteristic; encouraging participation in public life (or other areas where they are underrepresented) of people with a protected characteristic(s).
- 1.69. Foster good relations between people who share a protected characteristic and those who do not including tackling prejudice and promoting understanding.

- 1.70. The protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- 1.71. The PSED must be considered as a relevant factor in making this decision but does not impose a duty to achieve the outcomes in s.149 is only one factor that needs to be considered and may be balance against other relevant factors.
- 1.72. It is considered that the recommendation to grant permission in this case would not have a disproportionately adverse impact on a protected characteristic.

Human Rights

- 1.73. In making your decision, you should be aware of and take into account any implications that may arise from the Human Rights Act 1998. Under the Act, it is unlawful for a public authority such as the London Borough of Waltham Forest to act in a manner that is incompatible with the European Convention on Human Rights.
- 1.74. You are referred specifically to Article 8 (right to respect for private and family life), Article 1 of the First Protocol (protection of property). It is not considered that the recommendation to grant permission in this case interferes with local residents' right to respect for their private and family life, home and correspondence, except insofar as it is necessary to protect the rights and freedoms of others (in this case, the rights of the applicant). The Council is also permitted to control the use of property in accordance with the general interest and the recommendation to grant permission is considered to be a proportionate response to the submitted application based on the considerations set out in this report.

13. CONCLUSION

- 1.75. The proposal is recommended for approval as it would not cause unreasonable visual nor amenity harm, the development would comply with policies D1, D6 and HC1 of the London Plan (2021), policies 53, 57 and 76 of the adopted Waltham Forest Local Plan LP1 (2024) and policies CDP1 and CDP2 of the Highams Park Neighbourhood Plan (2020).
- 1.76. The report has considered the proposals in light of the adopted development plan policies and other material considerations or representations relevant to the environment effects of the proposals.
- 1.77. Overall, officers have given careful consideration to the material considerations and where impacts are forecast to arise from the proposed development, adequate mitigation measures have been introduced to make the proposed development acceptable in planning terms.

14. RECOMMENDATION

- 1.78. The Planning Committee is recommended to grant planning permission subject to the conditions and informatives below.

Planning Conditions

Time Limit

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: For the avoidance of doubt and in the interests of proper planning.

Approved Plans and Documents

2. The development hereby permitted shall be carried out in accordance with the following approved plans and supporting documents and thereafter maintained as such for the lifetime of the development:
 - Drawing number 2361KH_HH2:SH1, rev A, dated June 2025
 - Drawing number 2361KH_HH2:SH2, rev A, dated June 2025
 - Material list, dated June 2025

REASON: For the avoidance of doubt and in the interests of proper planning.

Materials

3. The materials to be used for the external surfaces of the development/extension hereby permitted shall match those of the existing building as shown on the above drawings and material list dated June 2025 and shall thereafter be retained as such for the lifetime of the development.

REASON: To safeguard the visual amenities of the area and the character of the Highams Estate Area of Special Character in accordance with policies D1 and HC1 of the London Plan (2021), policies 53 and 76 of the adopted Waltham Forest Local Plan LP1 (2024) and policies CDP1 and CDP2 of the Highams Park Neighbourhood Plan (2025).

Informatives

1. To assist applicants the Local Planning Authority has produced policies and provided written guidance, all of which is available on the Council's website and which have been followed in this instance.
2. This determination does not constitute permission to build under the Building Regulations 2010. Works should not commence until any appropriate building regulation applications have been submitted and where necessary approved.
3. This notice is without prejudice to your responsibilities under any other legislation.
4. Whilst it would appear from the application that the proposed development is to be entirely within the curtilage of the application site, care should be taken upon the commencement and during the course of building operations to ensure that no part of the development, including the foundations and eaves overhang, will encroach on, under or over adjoining land. The applicant is advised that this decision does not override the legal ownership rights of any neighbours, nor does it convey any permission that may be required under the Party Wall Act.

5. Notwithstanding the provisions of The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) or any Order revoking and/or re-enacting that Order, no windows shall be inserted in the side elevations of the development/extension hereby permitted without the prior written approval of the Local Planning Authority.