

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 20 May 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Interim Committee Members:

Councillors: C Davies (in the Chair)
R Minhas J Riley D Wixley

Also present:

Officers: Debra Paris (Planning Committee Clerk)

10 Members of the Public.

At the Annual Council meeting held on 15 May 2024, full Committee memberships were unable to be resolved (Min no 7). A temporary panel of members was set up to deal with this agenda including former Planning Committee members, Cllr Davies, Riley and Murphy. Cllrs Fontenelle, Lee, Minhas and Wixley also volunteered to join this interim Committee.

Cllr Davies was nominated to Chair this meeting.

The Committee AGREED to bring forward, after agenda item 3 – Confirmation of Minutes, the following items: Planning Application EPF/0844/24 – 75 Smarts Lane and Licensing Application - Debden House Centre, as members of the public present at this meeting were interested in these matters.

PL1 Apologies for Absence

Apologies for absence were received from Cllrs Lee and Murphy. The Planning Committee Clerk reported that no substitutes had been nominated for this meeting. Cllr Lee had however sent in comments on the planning applications under consideration on this agenda.

PL2 Declarations of Interest

The Committee declared a non-pecuniary interest in the following agenda items:

- i. Planning applications: EPF/0139/24 – Loughton Station, Tooty Fruity, Old Station Road; EPF/0183/24 – Four Seasons, 6 Garden Way; EPF/0473/24 – 1 Oakwood Parade; EPF/0644/24 – 32 Alderton Hill; EPF/0677/24 – 10 Spareleaze Hill; EPF/0844/24 – 75 Smarts Lane; EPF/0867/24 – 126 High Road; EPF/0899/24 – 94 York Hill; EPF/0921/24 – 14 Tycehurst Hill; along with licensing applications for Mild Spirits, 6 The Fountains and Debden House Centre, Debden Green, owing to comments received for these items from the Loughton Residents Association Plans Group (LRAPG), all panel members being members of the Loughton Residents Association; and
- ii. Planning application EPF/0813/24 – 10A Rectory Lane. 1 Buckingham Court is a neighbouring property to this site and is owned by Loughton Town Council.

PL3 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 29 April 2024, amended from those circulated, were CONFIRMED as a correct record and signed by the Chairman.

PL4 Planning Application

The following planning application was CONSIDERED, and the plans inspected.

4.1 Application No: EPF/0844/24

Officer: Kelly Sweeney

Location: 75 Smarts Lane, Loughton, IG10 4BU

Proposal: Single storey side extension, part 1st floor rear extension and alterations to existing ground floor rear extension.

The Committee NOTED the contents of a letter of objection.

A member of the public with an interest in this item addressed the meeting.

The Committee OBJECTED to this application, stating this proposal failed to address members objections to previous application, EPF/0848/23, for this site. Members noted that the drawings provided failed to accurately reflect the bearing of this proposal on the neighbouring properties.

The proposed front canopy sits higher than existing and would create a loss of light for the neighbour at no 77. The first floor extension protrudes beyond the main side wall of the dwelling, resulting in a tunnelling effect that would negatively impact the amenity of the neighbour at no 77.

Members requested that should the local planning authority be minded to approve this application that conditions are imposed to prevent any further window openings and to prevent the use of the ground floor roof as a terrace in order to protect the amenity of neighbours. Also, that materials match the existing.

PL5 Licensing Application

5.1 New Premises licence: Debden House Centre, Debden Green, Loughton, IG10 2NZ (Ref WK/202414788)

The Committee NOTED the contents of 11 letters of objection.

The Committee OBJECTED to the proposed licensable activities, namely:

1. the provision of film until midnight
2. the provision of live music outside from 10am until 11pm
3. the provision of music inside from 10am until 1am
4. the provision of recorded music outside from 10am until 11pm
5. the provision of recorded music inside from 10am until 1am
6. late night refreshment from 11pm to 1am
7. sale of alcohol on and off the premises from 11am to midnight
8. The premises being open from 9am to 1am

on the grounds of prevention of public nuisance, public safety, crime and disorder and harm to children.

Members had been made aware that neighbouring residents of the site already experienced noise disturbance caused by loud music emanating from the site, along with unruly behaviour from patrons, under the influence of alcohol. If this behaviour, under the existing licence conditions, was causing public nuisance and potential for crime and disorder, this would only be exacerbated if the licence was extended to include the above

conditions. The proposed hours for each activity were considered too excessive and too late.

The provision of live or recorded music, late night refreshment and the sale of alcohol would result in public nuisance, causing noise pollution for neighbouring residents of this site, and the potential for anti-social behaviour resulting in crime and disorder. Members consider the site was too closely surrounded by residential properties to be used for the events proposed by the applicant.

The site's close proximity to the Forest would also have a negative impact on the biodiversity of the Forest caused by the noise and light pollution that these proposed events would result in. Although members recognise that this would not normally be considered a licensing objective, Epping Forest District Council has a duty to protect the Forest environs and should therefore deem this application unsuitable for this location.

According to its website, "Debden House caters for overnight campers, day visitors, those with motorhomes / caravans, and school & youth groups". It would be wholly inappropriate to serve alcohol, provide music and late-night entertainment in the vicinity of young children. Davenant School is also opposite and nearby residences who would be disturbed by the activities. This is a very quiet area in the evenings and at weekends.

There was also a risk that people may buy alcohol and drink it in the Forest or near Davenant School due to its close proximity.

PL6 Matters for Report

6.1 Re-consultation – Planning Applications

6.1.1 EPF/0677/24 – 10 Spareleaze Hill, Loughton, IG10 1BT.

**Proposal: Proposed demolition of existing property and erection of new build family dwelling and all associated works
10 Spareleaze Hill, IG10 1BT – Min no PL637.1**

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the ground that it failed to address its previous objections, which were:

"The Committee OBJECTED to this application on the grounds that it was an overdevelopment, by reason of its bulk, massing, height, and excessive glazing. This application would result in a detrimental effect on the street scene. The excessive use of glass to the rear should be reduced to diminish the impact of the rear elevation and to lessen the detrimental effect this would have on wildlife caused by light pollution.

Members deplored the loss of this bungalow, which would reduce housing choice, particularly for people with disabilities, which is contrary to the council's policy on mixed and balanced communities. Any further loss of bungalows would be harmful to the area and members drew attention to 21 The Crescent, Loughton IG10 4PY (Appeal Ref: APP/J1535/D/19/3234980) where a similar proposal was refused consent on appeal.

The Committee objected to the demolition of the existing house, on the grounds that it was not sustainable to knock down existing

buildings and replace them with completely new builds. The existing building represented an enormous investment in carbon and energy already, and to simply throw it into the skip is unacceptable. It is also contrary to the principles of the circular economy.

Historic England's Heritage Counts report confirms knocking down buildings releases embodied carbon dioxide (CO2) which is stored inside them and contributes to climate change. An owner can adapt an old building and reduce CO2 emissions by more than 60%. Historic England claim replacing a traditional Victorian terrace property with a new building of the same size produces up to 13 times more embodied carbon, which equates to about 16.4 tonnes of CO2. This proposed development will be significantly higher than that.

No reason has been given to justify the loss of the existing dwelling and the embodied carbon dioxide which is stored inside it. The council needs to resist the loss of existing fabric and insist the existing dwelling is retro fitted with sustainable energy efficiencies and improved rather than allowing it to be demolished and sent to landfill. Any scheme that replaces an existing building should have a carbon assessment of the whole-life carbon footprint of it compared to the option of re-use.

The additional vehicular movements to remove the entire existing building and replace it with a brand new one would also impact on the EFSAC. Epping Forest does not need a bespoke planning policy to justify refusing on embedded carbon grounds. Other councils refuse consent to the loss of buildings without bespoke policies."

Members also considered the application failed to deliver any biodiversity objectives, as laid out in the Local Plan:

"The environmental objective is that development should protect and enhance the natural, built and historic environment as well as protecting biodiversity, minimising pollution and adapting to climate change and the demands of a low carbon economy."

The Committee requested that should the local planning authority be minded to approve this application the proposed rear landscaping should include Beech species which support a larger variety of birds and insects. The Committee also deplored the removal of the mature front garden, with its trees and biodiverse planting and would request this be restored.

**6.1.2 EPF/0061/24 – 47 Harwater Drive, Loughton, IG10 1LP.
Proposal: Proposed single storey ground floor side and rear extension – Min no PL611.1**

The Committee OBJECTED to this application, stating it failed to mitigate its previous objections, which were:

"The Committee OBJECTED to this application stating the elevations did not match the plans. The rear windows did not match, and on the rear elevation, it looked as though the extension

extended slightly beyond the rear of the house, whereas it did not on the ground floor plan.”

Members also strongly supported the District Council’s refusal reasons for the previous application, EPF/1546/22, which were relevant to this application.

6.1.3 EPF/0183/24 – Four Seasons, 6 Garden Way, Loughton, IG10 2SF. Proposal: Two-storey side extension and one and half storey rear extension. Raising of existing roof with the additional of 2 front dormers. New pitched roof to front. Render and cladding external of property. ** AMENDED PLAN ** – Min no PL637.1

The Committee NOTED the contents of a letter of objection.

The Committee considered the proposed amendments but felt they failed to address its previous objections which were:

“The Committee OBJECTED to this application on the grounds that this was an overdevelopment and would result in a detrimental effect on the street scene. The extension would create a negative impact on the amenity of the neighbours at no.7 due to a loss of light and an increased sense of enclosure.

Members also noted that the plans did not accurately represent the relationship of the host site with 7 Garden Way and requested that officers check this.”

6.1.4 EPF/2808/23 – 2 Danbury Road, Loughton, IG10 3AP. Proposal: Addition of porch extension and other minor window and rooflight modifications and alterations. – Min No. PL576.1

The Committee NOTED the contents of 2 letters of objection.

The Committee considered the proposed amendments did not address its previous objections which were:

“The Committee OBJECTED to this application on the grounds that it was forward of the existing building line. It had a negative impact on the street scene, was already a monstrous overdevelopment of the plot and this had a very negative impact on the neighbours.

The Committee requested that Enforcement Officers should check what has been built and that it complies with the original approved application. Any unauthorised changes should be put back as original.”

Members added that the proposed porch extending beyond the building line would result in the loss of the proposed parking spaces for this site, which formed part of the original planning permission. The removal of these parking spaces would exacerbate the existing parking problems in this area.

Members expressed concern that the submitted plans for this application included drawings for existing elevations that the applicant did not have planning permission for.

The Committee requested that this application be brought to the attention of Enforcement Officers for action to be urgently taken. The application site had been an eyesore and environmental hazard for seven years' now creating an unacceptable detrimental impact on the amenity of neighbours.

PL7 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

7.1 Application No: EPF/0028/24

Officer: Loredana Ciavucco

Location: 20 Audley Gardens, Loughton, IG10 2EL

Proposal: Front extension.

The Committee OBJECTED to this application stating it was an overdevelopment, it was too deep, it should be restricted to 1.2m, and too wide, it should be restricted to 3.5m. The roof configuration was incongruous and detrimental to the street scene. The roof should be flat and below the gutter line as per other extensions in this street.

Members also noted the impact the proposal would have on the shared alleyway between this and the neighbouring property. Right of way should be maintained for both parties.

Application No: EPF/0139/24

Officer: Frederique Caillat

Location: Loughton Station - Tooty Fruity, Loughton Station, Old Station Road, Essex, IG10 4PD

Proposal: Grade II listed building consent for internal alterations to kitchen.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the proposed signage and fenestration should reflect the Grade II listing of this building. The applicant should reinstate the black door and window frames, in keeping with the heritage of this historic 1940's building.

Members had no objection to the proposed internal kitchen alterations of this application.

Application No: EPF/0420/24

Officer: Mohinder Bagry

Location: 22 Newnham Close, Loughton, IG10 4JG

Proposal: Demolition of existing double storey side extension and erection of double storey wrap around extension.

The Committee OBJECTED to this application on the grounds that it was overbearing. The loss of symmetry, building right up to the boundary, would create a terracing effect and negative impact on the street scene. It would also impact the amenity of the neighbours.

A hipped roof would maintain the character of the street.

Application No: EPF/0473/24

Officer: Marie-Claire Tovey

Location: 1 Oakwood Parade, Oakwood Hill, Loughton, IG10 3EL

Proposal: Installation of an extraction flue.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the proposal would create a negative impact on the amenity of residents in the flat above the neighbouring property, Fireaway, caused by vibration, cooking smells and noise pollution.

Application No: EPF/0644/24

Officer: Mohinder Bagry

Location: 32 Alderton Hill, Loughton, IG10 3JB

Proposal: Erection of two storey detached house with rooms in roof.

The Committee NOTED the contents of a letter regarding this application.

The Committee had NO OBJECTION to this application.

Application No: EPF/0750/24

Officer: Marie-Claire Tovey

Location: 140 Church Hill, Loughton, IG10 1LH

Proposal: Application for Variation of Condition 2 of Planning Permission EPF/3016/19 - Amendment to Sunday opening hours from 10am until 4pm to 11am until 5pm.

The Committee had NO OBJECTION to this application.

Application No: EPF/0788/24

Officer: Samuel Finnis

Location: 30 St Johns Road, Loughton, IG10 1RZ

Proposal: Proposed construction of detached garage with attic store over.

The Committee had NO OBJECTION to this application.

However, members requested, should the local planning authority be minded to approve this application, that a condition be included that the garage remains ancillary to the main dwelling and should not be used as separate accommodation.

Application No: EPF/0813/24

Officer: Nicola Bickerstaff

Location: 10A Rectory Lane, Loughton, IG10 2RL

Proposal: Change of Use application from Use Class: Sui Generis to Use Class: Commercial, E.

Members deplored the retrospective nature of this application.

The Committee had NO OBJECTION to this application.

Application No: EPF/0821/24

Officer: Mohinder Bagry

Location: 20 The Lindens, Loughton, IG10 3HS

Proposal: Extension and conversion of garage to provide annexe accommodation to facilitate multi-generational living, ancillary to the main dwelling house.

The Committee OBJECTED to this application stating it would result in an over-intensification of the site. It was an unsuitable location for a dwelling and would have a negative impact on the amenity of neighbours and the amenity of those living in the proposed annexe.

Members considered a loft conversion would be a less contentious proposal.

Application No: EPF/0828/24

Officer: Amy Hallett

Location: 32 Stonards Hill, Loughton, IG10 3EG

Proposal: Demolition of the existing front porch. Proposed single storey rear extension and side with flat green roof and new fenestrations; proposed loft conversion with a rear dormer. Alterations of fenestrations.

The Committee OBJECTED to this application on the grounds that the whole roof was a wall of glass that would be overbearing causing a negative impact on the amenity of the neighbours through light pollution and overlooking. It would be preferable for the fenestration to consist of smaller windows, which would ameliorate the impact on the neighbours.

Application No: EPF/0831/24

Officer: Robin Hellier

Location: Hollies, 9 Albion Hill, Loughton, IG10 4RA

Proposal: TPO/EPF/46/08

T1: Pine - Selective reduction of branches over driveway, as specified.
Crown thin, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

Application No: EPF/0842/24

Officer: Amy Hallett

Location: 154 Borders Lane, Loughton, IG10 3SB

Proposal: Erection of single storey front and side extension with pitched roof and Front boundary fence.

The Committee had NO OBJECTION to the single storey front and side extension included in this proposal.

However, the Committee OBJECTED to the proposed front boundary fence, stating it would have a negative impact on the street scene due to its excessive height, and would result in a detrimental visual impact on the amenity of the neighbours and possible loss of light. Members considered a regular 4' high fence would be more acceptable.

The Committee AGREED to suspend standing order 3ff until the conclusion of the agenda.

Application No: EPF/0845/24

Officer: Rhian Thorley

Location: 31 Tycehurst Hill, Loughton, IG10 1BX

Proposal: Construction of enlarged porch and street-facing bay window.

The Committee had NO OBJECTION to this application.

Application No: EPF/0866/24

Officer: Murtaza Poptani

Location: 25 St Johns Road, Loughton, IG10 1RZ

Proposal: Single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0867/24

Officer: Muhammad Rahman

Location: 126 High Road, Loughton, IG10 4BE

Proposal: Retrospective first floor roof terrace for open air restaurant tables.

The Committee NOTED the contents of a letter of objection.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application on the grounds that it was already being used for this purpose and had created a negative impact on the amenity of residents in neighbouring properties through noise disturbance.

Members requested should the local planning authority be minded to approve this application, that a condition be included to limit the number of outside tables to a maximum of 10, in order to limit the noise disturbance to neighbouring residents.

Application No: EPF/0868/24

Officer: Kelly Sweeney

Location: 2 Longfield, Loughton, IG10 4EE

Proposal: Variation of condition 3 materials of EPF/2352/23 for works (Part single and part two storey extension to the front and to the rear, alterations to the roof and internal alterations).

The Committee had NO OBJECTION to this application.

Application No: EPF/0885/24

Officer: Amy Hallett

Location: 21 Woodland Road, Loughton, IG10 1HQ

Proposal: Front porch, hip to gable roof, rear dormer and rooflights.

The Committee OBJECTED to this application stating the roof was too heavy, dominating the dwelling. It was ungainly and incongruous, creating a negative impact on the street scene.

The proposed rear dormer would result in a detrimental impact on the amenity of neighbours caused by overlooking.

Application No: EPF/0899/24

Officer: Kelly Sweeney

Location: 94 York Hill, Loughton, IG10 1JA

Proposal: Removal of rear additions & conservatory & replace with staggered two storey gable ended rear extension. Demolish & rebuild garage in same style as existing but with traditional pitched roof & low profile roof lights.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it was an overdevelopment. The height, bulk and depth of the extensions were out of keeping with the original dwellinghouse, a not greatly altered, typical 1937 design by Drummond Clapp.

The extensions did not look subservient to the house and were wholly out-of-character with the existing rear and front of the house.

The proposals would also result in the loss of the form of the original dwelling, and as such the extensions would cause substantial harm to this part of the York Hill Conservation Area.

The proposal would change the outlook for neighbours resulting in a negative impact on their amenity.

Application No: EPF/0907/24

Officer: Marie-Claire Tovey

Location: 76 Algiers Road, Loughton, IG10 4NF

Proposal: Variation of conditions 2,4,and 12 on planning permission EPF/0861/21 (The development proposed is demolition of existing dwelling and replacement with new building containing six flats).

The Committee had NO OBJECTION to this application.

Application No: EPF/0921/24

Officer: Muhammad Rahman

Location: 14 Tycehurst Hill, Loughton, IG10 1BU

Proposal: Part demolition of existing building. Two storey side and rear extension with internal alterations. Second floor within roof space.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds, that having stated in the original application approved by inspector on appeal, that the application was for part demolition only, the applicant had failed to supply a carbon assessment and justification for the demolition of the original dwelling in this new application – even if full demolition was “*not intended*”.

If full planning guidance was not complied with for this application, it would set a dangerous precedent.

7.2 **Deemed Permission – provided for information only:**

The Committee NOTED the following applications:

Application No: EPF/0766/24

Officer: Rhian Thorley

Location: 12 Hazelwood, Loughton, IG10 4ET

Proposal: Certificate of Lawful Development for proposed rear dormer in conjunction with a loft conversion.

Application No: EPF/0774/24

Officer: Loredana Ciavucco

Location: 91 Chequers Road, Loughton, IG10 3QF

Proposal: Certificate of Lawful Development for proposed loft conversion with rear facing dormer and front roof windows.

Application No: EPF/0824/24

Officer: Mohinder Bagry

Location: 18 Tylers Close, Loughton, IG10 3BD

Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and three front roof lights.

Application No: EPF/0825/24

Officer: Caroline Brown

Location: 13 Grosvenor Drive, Loughton, IG10 2JX

Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and front roof lights.

Application No: EPF/0856/24

Officer: Amy Hallett

Location: 125 Englands Lane, Loughton, IG10 2QL

Proposal: Certificate of lawful development for a proposed hip to gable roof extension and rear dormer in connection with a loft conversion.

Application No: EPF/0859/24

Officer: Amy Hallett

Location: 119 Queens Road, Loughton, IG10 1RR

Proposal: Certificate of lawful development for the addition of rooflights to the attic.

Application No: EPF/0910/24

Officer: Loredana Ciavucco

Location: 72 Greensted Road, Loughton, IG10 3DL

Proposal: Certificate of lawful development for a proposed rear dormer window and front rooflights in connection with a loft conversion.

- 7.3 Others – provided for information only: EPF/0817/24, EPF/0822/24, EPF/0857/24, EPF/0880/24, EPF/0893/24, EPF/0919/24 and EPF/0947/24**
The Committee NOTED the information received from Epping Forest District Council.

PL8 Decisions

8.1 Decisions by Epping Forest District Council

The decisions for April 2024 were NOTED.

8.2 Decisions by Essex County Council

Application No: CC/EPF/88/22 – Loughton Library, Traps Hill, Loughton, Essex, IG10 1HD **Proposal:** Demolition of the existing building and the construction of new part 5/part 4/part 3 storey building to provide (i) a public library; (ii) space for offices, community use and Jazz Archive; (iii) the provision of 38 residential apartments; and (iv) associated access, parking, servicing, utilities, and landscaping.

The decision notice from Essex County Council for this planning application was NOTED.

PL9 Licensing Applications

9.1 Application for a New Premises licence – Mild Spirits Ltd, 6 The Fountains, Loughton, IG10 4RZ

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds of the prevention of public nuisance. The premises is a residential dwelling in the middle of a domestic housing development. The proposal would result in

extra vehicular use to and from the premises which would create a public nuisance to the amenity of neighbouring residents.

To allow the use of a private dwelling garage to be used as a warehouse would be wholly inappropriate and set a dangerous precedent.

9.2 Pavement Licence Application

Application for a Pavement Licence – The Gelato Kitchen, 248 High Road, Loughton, IG10 1RB

The Committee RATIFIED the comments submitted under powers of delegated authority to the Licensing Officer at Epping Forest District Council, in order to meet the deadline, in respect of this application. The comments submitted were:

“Loughton Town Council Planning Committee OBJECTED to this application.

As 248 High Road is not set back, it has no designated curtilage. To treat it as if it had one, would set a negative precedent for similarly placed retail units (Morrisons, Cancer Research) to similarly encroach.

It would also set the precedent that retail units that DO have a curtilage would be allowed to sprawl beyond their curtilage and encroach onto the pavement, to impede the free passage of pedestrians.

Their proposal to create a seated area up to 1.8m is too far out from the shop frontage and would create a significant width restriction, not allowing easy pedestrian flow to pass in both directions in what is a busy pedestrian area, with the traffic crossing and main entrance to Morrisons.

If this outside area is to facilitate smoking and vaping, then again this is not a suitable location and would impact pedestrian health.

Following a site visit members suggested that it would be possible to come out up to 1.2m ie with two tables and 4 seats, 2 seats for each table facing each other, but with a no smoking requirement. There are two establishments on the opposite side of the road, Zambrero and Organico (a very much quieter section of pavement with far less pedestrian traffic), both of these two cafes have small two seater tables, as did Dim T.

Members noted that in contravention of their application they are already putting tables and chairs on the pavement.”

PL10 Enforcement and Compliance

10.1 Magistrates’ Court proceedings in respect of enforcement for the removal of the rear structure and air vents at Aura, 179-181 High Road, IG10 4LF.

The Committee NOTED that a hearing date for the Magistrates’ Court to consider this matter is still awaited by Epping Forest District Council.

Signed:
Date: 3 June 2024

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 3 June 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
K-W Lee S Murphy J Riley

Also present:

Officers: Debra Paris (Planning Committee Clerk)
Jonathon Glynn (Finance Officer – Acting Planning Committee Clerk)

2 Members of the Public.

The Committee AGREED to bring forward, after agenda item 3 – Confirmation of Minutes, Planning Application EPF/1014/24 – 69 Church Hill, as members of the public present at this meeting were interested in this item.

PL11 Apologies for Absence

Apologies for absence were received from Cllrs Minhas and Ubah. The Planning Committee Clerk reported that no substitutes had been nominated for this meeting.

PL12 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/0706/24 – 89 Queens Road, EPF/0971/24 – 72 The Crescent; EPF/1005/24 – 251A High Road; and EPF/1048/24 – Davenant Foundation School, Chester Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL13 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 20 May 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL14 Planning Application

The following planning application was CONSIDERED, and the plans inspected.

14.1 Application No: EPF/1014/24

Officer: Sukhvinder Dhadwar

Location: 69 Church Hill, Loughton, IG10 1QP

Proposal: 4no 3 bedroom houses in total, in a terrace configuration.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it was an over-intensification and overdevelopment of the site. The proposal was attempting to squeeze four properties up to the boundary edge of the neighbours, creating a terracing effect, and resulting in a negative impact on the amenity of the neighbours.

The application would have a detrimental impact on the street scene and would not enhance it. The architecture is not acceptable. The front

elevation attempts to mimic the neighbouring ugly terraces. The vertical brick protrusions were necessary in the past to segregate to boarding (preventing fire spread) but they are not necessary on the proposed. The vertical features make the elevation ugly. No information or samples of materials have been provided.

The plans provide no street view to show the crossovers, parking bays, bin enclosures and access to the entrance in relation to the incline of the road.

The number of proposed parking spaces on site compromises highway safety, it would result in users having to reverse out onto the very busy A121 creating a serious highway safety issue.

The application offers no biodiversity gains, it only removes the existing biodiversity, which is contrary to the Local Plan. Furthermore, the application site is close to the Forest and would have a deleterious effect on the SAC, contrary to the Local Plan. Any additional dwelling that leads to more traffic in the SAC is unacceptable. The additional dwellings will also result in more pressure for the overstressed recreational services and subsequent damage to the SAC.

Members noted this was yet another proposal from this applicant, who had made eight applications over the last six years, attempting to place far too many dwellings on this site.

PL15 Matters for Report

15.1 Notices of Appeal

15.1.1 EPF/1815/23 – 25 Lower Park Road, Loughton, IG10 4NB.
Proposal: Loft conversion with rear dormer and five roof lights to existing front roof slope, first floor side extension and alterations to existing single storey rear extension.
(Appeal ref no: APP/J1535/ D/24/3342503 – Min no PL533.1)
 The Committee NOTED the information received from Epping Forest District Council.

15.1.2 EPF/2379/23 – 10 Firs Drive, Loughton, IG10 2SL. Proposal:
4m rear first floor extension over part of 4m ground floor extension (Lawful development) to profile of existing chalet bungalow existing roof. (Lawful dev. drawings enclosed regarding ground floor extension in construction and roof extensions, commencing construction). (Appeal ref no: APP/J1535/ D/24/3342768 – Min no PL544.1)
 The Committee NOTED the information received from Epping Forest District Council.

15.2 Re-Consultations – Planning Applications

15.2.1 EPF/0921/24 – 14 Tycehurst Hill, Loughton, IG10 1BU.
Proposal Retention of dwelling as substantially reconstructed and extended. *AMENDED DESCRIPTION* – Min no PL7.1

The Committee reiterated its previous comments for this proposal, which were:

“The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds, that having stated in the original application approved by inspector on appeal, that the application was for part demolition only, the applicant had failed to supply a carbon assessment and justification for the demolition of the original dwelling in this new application – even if full demolition was “not intended”.

If full planning guidance was not complied with for this application, it would set a dangerous precedent.”

Members stated that the applicant should be forced to comply with the Planning Inspector’s original conditions, in particular relating to the materials.

15.2.2 EPF/2766/23 – Mulberry, Woodbury Hill, Loughton, IG10 1JB. Proposal: Variation to condition 2 on EPF/2259/21 (Demolition of existing dwelling house, standalone stable block, hard standing tennis court, and replacement with new dwelling) – Min no PL566.1

The Committee OBJECTED to this application stating the plans provided failed to make clear what the applicant wished to change from the original approved plans. A fresh more detailed application should be submitted.

15.3 Invitation to attend Licensing Panel Hearing: Licensing Application for Debden House Centre – Min no PL5.1.

The Planning Committee Clerk informed members that Epping Forest District Council Licensing Department had sent a Panel Invitation for a hearing on 18 June at 10.15am at the Civic Offices.

Unfortunately, due to prior commitments, members were unavailable to attend this hearing, but hoped that neighbouring residents would be able to attend and put their case, regarding this proposal.

The Committee had no further comments to add to its original submission for this application.

PL16 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

16.1 Application No: EPF/0635/24

Officer: Mohinder Bagry

Location: York House, 18B York Hill, Loughton, IG10 1RL

Proposal: Ground Floor Side Extension.

The Committee OBJECTED to this application on the grounds that it was overbearing, building up to the boundary and too close to the trees.

However, members stated that they would waive their objection if the applicant agreed to step back slightly from the boundary and trees. This would avoid brick matching problems, as indicative on the extension on the other side. Also, it was requested that Permitted Development rights are conditioned to be removed by the local planning authority, if minded to approve, as the residents’ amenity space was now so limited.

Application No: EPF/0706/24

Officer: Sukhvinder Dhadwar

Location: 89 Queens Road, Loughton, IG10 1RR

Proposal: Demolition of 2 storey side extension and construction of a single dwelling to the land to the west of 89 Queens Road.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application on the grounds that the proposal would have a detrimental effect on the street scene, creating a loss of symmetry with the existing dwelling. It would also result in limited amenity space for the resident of the new dwelling.

The application would create a negative impact on the downhill neighbour's amenity caused by overlooking from the window in the rear elevation, which was above the height of the neighbouring property.

The proposal would also create a negative impact on the biodiversity of the nearby forest, caused by the removal of the existing garden to facilitate additional parking.

Members considered a two-floor property of an improved design, having regard to improved biodiversity, would be more acceptable than this three-floor proposal.

Application No: EPF/0911/24

Officer: Amy Hallett

Location: 37 Church Lane, Loughton, IG10 1PD

Proposal: To create a new room at first floor above the existing garage and create tiled canopies above the windows and doors to the front elevation.

The Committee OBJECTED to this application on the grounds that being built up to the boundary it would have a negative impact on the street scene and on the neighbour's amenity.

Members disagreed with the Planning Officer's pre-application advice that the proposal would have a negligible biodiversity impact.

Application No: EPF/0939/24

Officer: Samuel Finnis

Location: Annexe, 15 Greenfields Close, Loughton, IG10 3HG

Proposal: Removal of condition 3 of EPF/2710/15 'ancillary use' (Conversion and extension of existing garage into self-contained annexe (revision to EPF/1764/15)).

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, reiterating its previous comments, Min no PL608.1, which were:

"The Committee NOTED the contents of a letter of objection.

A member of the public with an interest in this matter addressed the meeting.

The Committee OBJECTED to this application stating it would set an outrageous precedent. Enforcement Officers should be taking more rigorous action when such conditions are breached in order to prevent this

type of furtive behaviour circumventing planning regulations. The Committee considered the contents of the Statutory Declaration made by the applicant, but considered there was insufficient evidence to support the claims that the converted garage had been used as a separate dwelling for that period of time. No utility or council tax bills had been provided in support of the claims made. Members believed a Breach of Condition Notice should be served on the applicant, and that further satisfactory proof must be provided to sustain the applicant's claim."

Members considered this application to be an attempt to obtain approval by stealth, and that it sets a very dangerous precedent.

Application No: EPF/0940/24

Officer: Loredana Ciavucco

Location: 1 Crossfields, Loughton, IG10 3PY

Proposal: Double storey side extension, new window to rear ground floor in place of door, new doors to rear ground floor, new raised platform to rear and internal alterations.

The Committee OBJECTED to this application on the grounds that there was insufficient separation from 26 Chequers Road. Due to their triangular plots the two storey extensions would also result in overlooking, creating a negative impact on the neighbour's amenity.

Members considered a single storey extension with sufficient gap to the boundary at 2 Crossfields would be acceptable. 26 Chequers Road should not have been granted permission for a two storey extension.

Application No: EPF/0941/24

Officer: Amy Hallett

Location: 28 Ollards Grove, Loughton, IG10 4DW

Proposal: Proposed improvements and extensions.

The Committee OBJECTED to this application, stating the description was inaccurate. This was a totally new, very large, building. The proposed design would be similar to the neighbour and would be 50% larger. It was an overdevelopment.

The existing house has character. The new proposal would have a detrimental impact on the street scene and would result in a negative impact on the amenity of neighbours.

Application No: EPF/0948/24

Officer: Rhian Thorley

Location: 33 Wellfields, Loughton, IG10 1PA

Proposal: Demolition of existing conservatory and porch. Construction of new front porch and a part single part two storey rear extension. Single storey rear extension to existing garage. Alterations to fenestration.

The Committee OBJECTED to this application on the grounds that the application contains no mention an air conditioning unit, although one is shown on the side elevation, and would negatively impact the neighbour.

The air conditioning unit is ugly, spoiling the street scene. It should be moved down and situated on the rear elevation.

Application No: EPF/0971/24

Officer: Mohinder Bagry

Location: 72 The Crescent, Loughton, IG10 4PU

Proposal: Front ground floor porch extension, side and rear (3m) wrap around ground floor extensions, first floor flat roofed extension over part of ground floor.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application, stating the proposal was overwhelming. The application had not changed much from the previous proposal, EPF/2210/23.

The two storey dwelling would be very oppressive for the neighbour, resulting in the neighbour's garden being in shadow all morning.

The loss of this bungalow would reduce housing choice, particularly for people with disabilities, which is contrary to the council's policy on mixed and balanced communities. Any further loss of bungalows would be harmful to the area.

Application No: EPF/1005/24

Officer: Nicola Bickerstaff

Location: 251A High Road, Loughton, IG10 1AD

Proposal: Change of use of 1st floor from D1 cookery school to C3 residential flat and creation of additional floor, and 2 storey new build to the rear containing one flat with associated works.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it was too intensive for this location. The existing building was an example of the character and heritage of the High Road, and this proposal would result in its erosion, creating a negative impact on the street scene.

The application at the rear was an overdevelopment, attempting to pack too much in and would result in the retail outlets having no delivery space.

Members considered the plans looked to be creating an HMO, which would be unacceptable.

The Committee strongly supported the refusal reasons of the Local Planning Authority in respect of the previous application for this site, EPF/1351/23, which this proposal failed to overcome.

Application No: EPF/1008/24

Officer: Marie-Claire Tovey

Location: 65 Tycehurst Hill, Loughton, IG10 1BZ

Proposal: Variation of condition 2 plan numbers of EPF/2229/23 (Demolition of existing garage. Part one and part two storey side and two storey rear extension and new roof).

The Committee had NO OBJECTION to this application.

Application No: EPF/1018/24

Officer: Samuel Finnis

Location: 50 Tycehurst Hill, Loughton, IG10 1DA

Proposal: Single storey rear extension, conversion of garage to living space and raised patio.

The Committee had NO OBJECTION to this application.

Application No: EPF/1021/24

Officer: Loredana Ciavucco

Location: 8 Nafferton Rise, Loughton, IG10 1UB

Proposal: Two storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1048/24

Officer: Sukhvinder Dhadwar

Location: Davenant Foundation School, Chester Road, Loughton, IG10 2LD

Proposal: Application for variation of condition 1 on planning permission EPF/1685/23 (Erect demountable buildings for provision of classrooms/support area).

The Committee NOTED the contents of a letter regarding this application.

The Committee had NO OBJECTION to this application, on the premise that the building remains temporary, as outlined in condition 2 of approved application, EPF/1685/23.

Application No: EPF/1089/24

Officer: Robin Hellier

Location: 15 Sycamore Close, Loughton, IG10 2PG

Proposal: TPO/EPF/13/90

T1 & T2: Oak - Crown reduce by up to 2m away from streetlight, as specified.

T3 : Oak - Crown reduce by up to 3m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

16.2 Deemed Permission – provided for information only:

The Committee NOTED the following application:

Application No: EPF/0961/24

Officer: Sukhvinder Dhadwar

Location: 103 Barrington Road, Loughton, IG10 2AX

Proposal: Certificate of lawful development for permitted rights for HMO up to 6 persons.

The Committee OBJECTED to this application on the grounds that this was a perfectly good family house and should remain so. This was an unsuitable location for a HMO, which would result in a negative impact on the amenity of neighbours, as well as the residents of the proposed HMO. Parking problems that exist in this road would be exacerbated by this proposal, causing highway safety issues.

16.3 Others – provided for information only: EPF/0993/24

The Committee NOTED the information received from Epping Forest District Council.

PL17 Decisions

17.1 Decisions by Epping Forest District Council

No decision notices have been received.

PL18 Licensing Applications

No licensing applications had come to the attention of officers.

PL19 Enforcement and Compliance

No reports had been received.

Signed:

Date: 17 June 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 17 June 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
R Minhas J Riley C Ubah

Also present:

Officers: Jonathon Glynn (Finance Officer – Acting Planning Committee Clerk)

PL20 Apologies for Absence

Apologies for absence were received from Cllrs Lee and Murphy. The Acting Planning Committee Clerk reported that no substitutes had been nominated for this meeting.

PL21 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/1058/24– 34 Traps Hill, EPF/1087/24 – 68 Wellfields; and EPF/1095/24 – 21 The Campus, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL22 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 3 June 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL23 Matters for Report

23.1 Re-Consultations – Planning Applications

- 23.1.1 EPF/0183/24 – Four Seasons, 6 Garden Way, Loughton, IG10 2SF. Proposal: Two-storey side extension and one and half storey rear extension. Raising of existing roof with the additional of 2 front dormers. New pitched roof to front. Render and cladding external of property. ** AMENDED PLAN**
**** – Min no PL6.1.3**

The Committee OBJECTED to this re-consultation believing that not enough changes to the plans had been made, the raising of the roof line would impact on the street scene and neighbours amenity and the Committee reiterated its previous comments for this proposal, which were:

“The Committee NOTED the contents of a letter of objection.

The Committee considered the proposed amendments but felt they failed to address its previous objections which were:

Cttee’s comments: Min no PL PL637.1 (29/4/2024)

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that this was an overdevelopment and would result in a detrimental effect on the street scene. The extension would create a negative impact on the amenity of the neighbours at no.7 due to a loss of light and an increased sense of enclosure.

Members also noted that the plans did not accurately represent the relationship of the host site with 7 Garden Way and requested that officers check this."

PL24 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

24.1 Application No: EPF/0861/24

Officer: Murtaza Poptani

Location: 35 and 37 Hatfields, Loughton, IG10 1TJ

Proposal: The intention is to undertake the following:

- Extend both properties into garden by 4m at ground floor level, for the full width of both sites.
- Extend both properties towards the garden by 3.6m at first floor level, for part width of both houses.

Members deplored the retrospective nature of this application, as construction work had already begun on the site.

The Committee OBJECTED to this application believing it would cause a terracing effect and have a negative impact on the street scene and the neighbour's amenity at No. 39.

It would set a dangerous precedence if the application were approved.

Application No: EPF/1058/24

Officer: Murtaza Poptani

Location: 34 Traps Hill, Loughton, IG10 1SZ

Proposal: Demolition of existing conservatory and construction of new 2 storey rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application as the Juliet balcony would be intrusive on the amenity of the neighbours.

The proposal would set an unwelcome precedent in the area.

Application No: EPF/1087/24

Officer: Amy Hallett

Location: 68 Wellfields, Loughton, IG10 1NY

Proposal: Ancillary use of existing outbuilding as a 2-bedroom residential annexe.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application as it would set an unwelcome precedent in the area.

With the increase in this type of application, the Committee noted the trend is to try and certify accommodation that is no longer ancillary by reason of the 4 year rule (now 10 years). The Committee believe it is impossible for the District council to monitor whether they are being used ancillary or let out to someone else.

The Committee ask for a legal agreement to ensure the accommodation remains ancillary, as a planning condition is too easy to overcome. Planning conditions should restrict any new openings and to remove permitted development rights to protect the amenity of neighbours.

No personal circumstances have been cited to justify residence in this application.

Application No: EPF/1095/24

Officer: Loredana Ciavucco

Location: 21 The Campus, Loughton, IG10 3FB

Proposal: This development proposes the replacement of the existing double garage with a new attached dwelling. The proposal would be a four-bed dwelling that would match the size, layout, and general appearance of the donor property and other dwellings in this terrace.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application as it would be an overdevelopment of the site and would result in a lack of amenity space for the both the host and new property.

The loss of a parking space for the existing dwelling and provision of an extra dwelling with no parking will cause further parking issues in a location where it is very difficult to find parking spaces already. The parking surveys submitted with the planning application are not comprehensive enough and do not reflect the situation. Carrying out a survey for 30 minutes on a Wednesday morning and at 10.30 in an evening is misleading. Surveys need to be taken over the entire week, including weekends and later than 10.30pm.

The extension will also lead to an increase sense of enclosure to the occupants opposite at No 60.

Application No: EPF/1101/24

Officer: Loredana Ciavucco

Location: 65 Alderton Hill, Loughton, IG10 3JD

Proposal: Rear Extension, Side Extension, Loft Conversion and Facade Alterations.

The Committee OBJECTED to this application stating that the application did not address the front landscaping of the property and the tree with a TPO attached to it. The Committee also reiterated it previous comments to application EPF/0176/24, which were:

“The Committee OBJECTED to this application, supporting the local planning authority’s refusal to planning application EPF/2740/22, for this site, and which members believed this application failed to address.

Members considered this application would negatively impact the neighbours at 65A; and also noted the holding objection of the Tree & Landscaping Officer, that this proposal failed to address. The Committee reiterated its previous OBJECTION to planning application EPF/2740/22, min no.PL402.1 which was:

“The Committee OBJECTED to this application stating it was overbearing. The proposed roof was too high, the ridge height should be no higher than the uphill neighbour. The design was incongruous and out of keeping, particularly the large window at the front of the property, which would result in a very negative visual impact on the street scene. The excessive glazing would also result in light pollution.

The double-storey rear extension extended beyond the footprint; this would create a negative impact on the visual amenity causing a loss of amenity for the neighbours.

Further, the increase in the number of bedrooms was contrary to the Special Area of Conservation (SAC) and would result in more car pollution and a subsequent impact on the air quality to the SAC.

Natural England and Loughton Town Council had both advised in their main modifications responses to the Inspector (autumn 2021) that the Local Plan – submission version (LPSV) cannot yet be considered justified, effective, or consistent with national policy in relation to detriment to the SAC. Therefore, we object to this application because of the urbanisation effect, burden on recreational pressure, and damage to air quality in the SAC that the application, alone or with other projects, will engender.”

Application No: EPF/1118/24

Officer: Robin Hellier

Location: 43 York Hill, Loughton, IG10 1HZ

Proposal: TPO/EPF/03/87 (Ref: T9)

T1: Lime - Crown reduce to previous pruning points, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

24.2 Deemed Permission – provided for information only:

The Committee NOTED the following application:

Application No: EPF/1109/24

Officer: Rhian Thorley

Location: 32 Lushes Road, Loughton, IG10 3QB

Proposal: Certificate of lawful development for a proposed change of use from C3 to C3b to care for disadvantaged children.

24.3 Others – provided for information only: EPF/1146/24

The Committee NOTED the information received from Epping Forest District Council but believed that this application should be put forward as a full planning application for consideration.

PL25 Decisions

25.1 Decisions by Epping Forest District Council

The decisions for May 2024 were NOTED.

25.2 Appeal Decisions by the Planning Inspectorate

The appeal decisions for May 2024 were NOTED.

PL26 Licensing Applications

**26.1 Application for a New Premises Licence: Unit 13 York House,
Langston Road, Loughton, IG10 3TQ**

The Committee had NO OBJECTION to this application.

PL27 Enforcement and Compliance

No reports had been received.

Signed:

Date: 1 July 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 1 July 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
K-W Lee R Minhas S Murphy
C Ubah W Dodd (as substitute for the vacant Committee position)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL28 Apologies for Absence

Apologies for absence were received from Cllr Davies, Cllr Riley therefore Chaired this meeting. The Planning Committee Clerk reported that Cllr Dodd had been nominated as substitute for the vacant Committee position for this meeting.

PL29 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/0916/24 – 25 Carroll Hill, and EPF/1178/24 – 95 The Lindens, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL30 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 17 June 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL31 Matters for Report

31.1 Notices of Appeal

31.1.1 EPF/2421/23 - 13 Stanmore Way, Loughton, IG10 2SA.

Proposal: Demolition of Existing House to Erect New Build with Basement and Second Floor - resubmission of refused application EPF/1293/23. (Appeal ref no: APP/J1535/W/24/3343127 – Min no PL576.1)

The Committee strongly supported the refusal reasons of the local planning authority for this application, and reiterated its previous comments, which were:

“The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on grounds that the roof was still too high, it should be stepped down to fit in with the street scene.

Members further supported the comments of the LRA Plans Group that it is not sustainable to knock down existing buildings and replace them with completely new builds. The existing building represented an enormous investment in carbon and energy already, and to simply throw it into the skip is unacceptable.

Historic England's Heritage Counts report confirms knocking down buildings releases embodied carbon dioxide (CO2) which is stored inside them and contributes to climate change. An owner can adapt an old building and reduce CO2 emissions by more than 60%.

Historic England claim replacing a traditional Victorian terrace property with a new building of the same size produces up to 13 times more embodied carbon, which equates to about 16.4 tonnes of CO2. This proposed development will be significantly higher than that.

No reason has been given to justify the loss of the existing dwelling and the embodied carbon dioxide which is stored inside it. The council needs to resist the loss of existing fabric and insist the existing dwelling is retro fitted with sustainable energy efficiencies and improved rather than allowing it to be demolished and sent to landfill. Any scheme that replaces an existing building should have a carbon assessment of the whole-life carbon footprint of it compared to the option of re-use."

**31.1.2 EPF/0577/24 - 13 Stanmore Way, Loughton, IG10 2SA.
Proposal: Demolition of existing house to erect new build with basement and second floor - resubmission of refused application EPF/2421/23. (Appeal ref no: APP/J1535/W/24/3345136 – Min no PL628.1)**

The Committee strongly supported the refusal reasons of the local planning authority for this application, and reiterated its previous comments, which were:

"Members believed this application failed to address the refusal reason of the local planning authority for the previous application at this site, EPF/0577/24, which this Committee strongly supported.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment, by reason of its bulk, massing and height, and would result in a negative impact on the amenity of neighbours. The overdevelopment aspect was supported by the applicant's claim that they had agreement from the neighbours to remove trees on their land to accommodate this proposal.

The Committee objected to the demolition of the existing house, which would have a very negative impact on the Forest, this house being so close to the Forest. This proposal failed to offer any biodiversity gain, as set out in the Local Plan."

31.2 Re-Consultations – Planning Applications

31.2.1 EPF/0622/24 – 68 Spring Grove, Loughton, IG10 4QE.

Proposal: TPO/EPF/19/89 (Ref: T33)

T4: Oak - Crown reduce, as specified. Reduce lateral branches, as specified. ** FURTHER INFORMATION ** – Min no PL628.1

The Committee NOTED the further information provided by the Tree & Landscaping Officer regarding this application and AGREED to support his recommendation and WAIVE its previous OBJECTION. However, members requested that the pruning of this tree be closely monitored in order that only necessary pruning was implemented.

31.2.2 EPF/0635/24 - York House, 18B York Hill, Loughton, IG10 1RL.

Proposal: Ground Floor Side Extension – Min no PL16.1.

The Planning Committee Clerk advised members that the above Planning Application had been modified and as such Epping Forest District Council would welcome the Committee's views by 11 July 2024.

Members NOTED that the amendment failed to address its objection regarding stepping back. Therefore, the Committee reiterated its previous comments, which were:

"The Committee OBJECTED to this application on the grounds that it was overbearing, building up to the boundary and too close to the trees.

However, members stated that they would waive their objection if the applicant agreed to step back slightly from the boundary and trees. This would avoid brick matching problems, as indicative on the extension on the other side. Also, it was requested that Permitted Development rights are conditioned to be removed by the local planning authority, if minded to approve, as the residents' amenity space was now so limited."

PL32 South Epping Masterplan Area - Strategic Masterplan Framework and Design Code Consultation

Given the consultation period runs until 25 July 2024, the Committee AGREED to defer responding to this consultation to allow all Committee members the opportunity to comment on this proposal.

PL33 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

33.1 Application No: EPF/0916/24

Officer: Kelly Sweeney

Location: 25 Carroll Hill, Loughton, IG10 1NL

Proposal: Demolition of the existing house and garages and erection of new 3 storey family dwelling (2 full storeys and additional accommodation in roof space-no basement)

Members deplored the retrospective nature of this application, as construction work had already begun on the site.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site. The proposal was overbearing by reason of its bulk and height, creating a negative impact on the street scene that would dominate the smaller dwellings at nos. 19 and 23.

The proposed rear balcony would also negatively affect the neighbour's amenity caused by overlooking.

The increase in the number of bedrooms was contrary to the Special Area of Conservation (SAC) and would result in more car pollution and a subsequent impact on the air quality to the SAC.

Natural England and Loughton Town Council had both advised in their main modifications responses to the Inspector (autumn 2021) that the Local Plan – submission version (LPSV) cannot yet be considered justified, effective, or consistent with national policy in relation to detriment to the SAC. Therefore, we object to this application because of the urbanisation effect, burden on recreational pressure, and damage to air quality in the SAC that the application, alone or with other projects, will engender.

The application made no legitimate case for the demolition of the existing property, failing to deliver any biodiversity objectives, as laid out in the Local Plan:

“The environmental objective is that development should protect and enhance the natural, built and historic environment as well as protecting biodiversity, minimising pollution and adapting to climate change and the demands of a low carbon economy.”

Application No: EPF/1158/24

Officer: Mohinder Bagry

Location: 15 Drayton Avenue, Loughton, IG10 3DF

Proposal: Proposed Ground Floor single storey Rear and Side extension, and proposed rear dormer Loft conversion

The Committee OBJECTED to this application stating the ground floor rear extension was too long. It would interfere with the 45 degree sightline from no.11 negatively impacting the neighbour's amenity. It was also longer than the extension at no. 9.

The host property has already been extended and this proposal would result in the garden being further reduced, affecting the amenity of the host residents.

Application No: EPF/1160/24

Officer: Rhian Thorley

Location: 7A Goldings Road, Loughton, IG10 2QR

Proposal: Proposed Ground and first floor rear extensions, internal renovations, floor plan redesign and all associated works at 7A Goldings Road, IG10 2QR.

The Committee had NO OBJECTION to this application.

Application No: EPF/1178/24

Officer: Amy Hallett

Location: 95 The Lindens, Loughton, IG10 3HT

Proposal: Proposed loft conversion with ridge raise and rear dormer, front rooflights, floor plan redesign and all associated works at 95 The Lindens, IG10 3HT

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, reiterating its previous comments (Min no PL469.1) which were:

“The Committee OBJECTED to this application on the grounds that it would set an unwelcome precedent, noting that no other properties on this development had such extensions. The proposal was incongruous – a weird shape and would be out of character.

*Also, the proposed increase of two further bedrooms in this application would further place extra stress on the EF SAC. Natural England and Loughton Town Council have both advised in their main modifications responses to the Inspector (autumn 2021) that the LPSV cannot yet be considered justified, effective or consistent with national policy in relation to detriment to the SAC. Therefore, we **object to this application** because of the urbanisation effect, burden on recreational pressure, and damage to air quality in the SAC that the application, alone or with other projects, will engender.”*

Members NOTED that 2.1m headroom was not compliant with Building Regulations. There was insufficient headroom for the shower, and as such the proposal would need to be amended to raise the roof.

The Committee AGREED to deal with the following applications for Advertising Bus Shelters as a whole.

Application No: EPF/1181/24

Officer: Rhian Thorley

Location: Advertising Bus Shelter 2507-0012, High Road, Outside No. 131, Loughton, IG10 4LT

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays. Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1183/24

Officer: Rhian Thorley

Location: Advertising Bus Shelter 2507-0041, Oakwood Hill, Outside No. 4 Oakwood Parade, Loughton, IG10 3EL

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays. Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1184/24

Officer: Rhian Thorley

Location: Advertising Bus Shelter 2507-0025, Oakwood Hill, Outside Oakwood House, Loughton, IG10 3TZ

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays.
Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1185/24

Officer: Loredana Ciavucco

Location: Advertising Bus Shelter 2507-0047, Chigwell Lane , Outside Debden Station, Loughton, IG10 3TG

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays.
Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1186/24

Officer: Loredana Ciavucco

Location: Advertising Bus Shelter 2507-0035, Rectory Lane, Before Church Hill, Loughton, IG10 1PR

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays.
Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1187/24

Officer: Loredana Ciavucco

Location: Advertising Bus Shelter 2507-0034, Rectory Lane, Before Hillyfields, Loughton, IG10 2QZ

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays.
Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1188/24

Officer: Mohinder Bagry

Location: Advertising Bus Shelter 2507-0020, Church Hill, Outside No. 140, Loughton, IG10 1LH

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays.
Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1189/24

Officer: Mohinder Bagry

Location: Advertising Bus Shelter 2507-0004, Church Hill, Opposite No. 140, Loughton, IG10 1PS

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays. Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1190/24

Officer: Mohinder Bagry

Location: Advertising Bus Shelter 2507-0032, High Road, Outside No. 166 - 168, Loughton, IG10 1DN

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays. Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1191/24

Officer: Loredana Ciavucco

Location: Advertising Bus Shelter 2507-0014, Valley Hill , Outside No.6, Loughton, IG10 3AA

Proposal: Double-sided digital displays to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advertising displays. Digital displays to portray static advertising images that change every 10 seconds.

The Committee had NO OBJECTION to this application.

Application No: EPF/1215/24

Officer: Murtaza Poptani

Location: 5 Monkchester Close, Loughton, IG10 2SN

Proposal: Ground floor front extension to provide entrance hall and cloakroom.

The Committee had NO OBJECTION to this application.

Application No: EPF/1241/24

Officer: Samuel Finnis

Location: 47 The Uplands, Loughton, IG10 1NQ

Proposal: Single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1254/24

Officer: Amy Hallett

Location: 12 The Avenue, Loughton, IG10 4PT

Proposal: Demolition of existing garage and dormer. Construction of single storey rear and side extension. Construction of hip-to-gable roof and new rear dormer.

The Committee OBJECTED to this application on the grounds that it was too large and did not enhance the appearance of the building. It would interfere with the sightline from no.10, resulting in a negative impact on the neighbour's amenity. There was already a very long rear extension at no.4, but due to its orientation, it did not reduce the sunlight.

Members noted that this application did not provide neighbour consultation information, and expressed concern that neighbours likely to be impacted could be unaware of this proposal.

Application No: EPF/1259/24

Officer: Amy Hallett

Location: 98 Jessel Drive, Loughton, IG10 2EQ

Proposal: Convert front garden to driveway with new dropped kerb access.

The Committee had NO OBJECTION to this application. Members commended the applicant in complying with planning regulations by submitting a formal proposal, noting that neighbours had not done so having established driveways without dropped kerbs being installed to the detriment of the existing pavements.

33.2 **Deemed Permission – provided for information only:**

The Committee NOTED the following applications:

Application No: EPF/1169/24

Officer: Murtaza Poptani

Location: 50, Hillcroft, Loughton, IG10 2PS

Proposal: Certificate of Lawful Development for proposed conversion of garage to habitable room.

Application No: EPF/1194/24

Officer: Loredana Ciavucco

Location: 39 Roding Gardens, Loughton, IG10 3NH

Proposal: Certificate of lawful development for use of existing garage as a hobby room.

Application No: EPF/1203/24

Officer: Graham Courtney

Location: Roding Valley High School, Alderton Hill, Loughton, IG10 3JA

Proposal: Proposal for Permitted Development for Temporary Kitchen to supplement Replacement Buildings (previously approved) to replace RAAC affected Buildings

Application No: EPF/1223/24

Officer: Caroline Brown

Location: 16 Alderton Hill, Loughton, IG10 3JB

Proposal: Certificate of lawful development for confirmation that the works have been started on site after all pre-commencement conditions were discharged - reference EPF/1838/21.

33.3 **Others – provided for information only: EPF/1108/24, EPF/1217/24 and EPF/1219/24.**

The Committee NOTED the information received from Epping Forest District Council.

PL34 **Decisions**

34.1 **Decisions by Epping Forest District Council**

No decision notices had been received.

PL35 **Licensing Applications**

35.1 Application for a Pavement Licence: Starbucks, 243 High Road, Loughton, IG10 1AD

The Planning Committee Clerk advised that the consultation start date for this application was Friday 28 June 2024 and ended Thursday 11 July 2024, after the agenda for this meeting had been issued and before the next Committee meeting.

The Committee OBJECTED to this application on the grounds that the existing proposal extends too far out onto the pavement (2.08m). Being opposite existing street furniture it would therefore cause an obstruction to pedestrians.

Members stated that they would waive their OBJECTION if the proposal was amended to allow for a maximum of 2 tables with a maximum of 3 chairs per table, the street furniture should not extend beyond 1.5m onto the pavement outside this retail outlet.

PL36 Enforcement and Compliance

No reports had been received.

Signed:
Date: 15 July 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 15 July 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
K-W Lee S Murphy J Riley
C Ubah W Dodd (as substitute for the vacant Committee position)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL37 Apologies for Absence

Apologies for absence were received from Cllr Minhas. The Planning Committee Clerk reported that Cllr Dodd had been nominated as substitute for the vacant Committee position for this meeting.

PL38 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/1226/24 – 4 Clays Lane, EPF/1277/24 – 68 Alderton Hill, EPF/1290/24 – 47 Hillcrest Road, EPF/1312/24 – 13 Stanmore Way, and EPF/1325/24 – First Floor and Second Floor, 236-238 High Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL39 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 1 July 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL40 Matters for Report

40.1 Notice of Appeal

40.1.1 EPF/0322/24 – 11 Westall Road, Loughton, IG10 2AF.

Proposal: Prior approval for a 6 metre deep single storey rear extension (addition of 3 metres to existing) height 2.55 metres and eaves height 2.5 metres (Amended application). (Appeal ref no: APP/J1535/D/24/3344514 – Min no PL611.3)

The Committee NOTED the information received from Epping Forest District Council.

40.2 Re-Consultation – Planning Application

40.2.1 EPF/0635/24 - York House, 18B York Hill, Loughton, IG10 1RL. Proposal: Ground Floor Side Extension – Min no PL31.2.2.

The Planning Committee Clerk advised members that further to its comments on the above Planning Application following modifications, an email was received from the applicant addressing the Committee's comments.

Members confirmed submissions on planning applications, as consultees, are made only when invited for comments by the Local Planning Authority. If Epping Forest District Council (EFDC) are

minded to seek further comments from this Committee on this matter, it will then reconsider. The applicant's comments will be addressed by the EFDC Planning Officer when considering this application.

PL41 The Essex County Council (Epping Forest District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) (Amendment No.35) Order 202*

The Committee NOTED the information received from Essex County Council in respect of the above order.

PL42 South Epping Masterplan Area - Strategic Masterplan Framework and Design Code Consultation

Members AGREED to provide their comments for this consultation to the Planning and Licensing Committee Clerk to submit before the deadline date of 25 July 2024.

PL43 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

43.1 Application No: EPF/1226/24

Officer: Murtaza Poptani

Location: 4 Clays Lane, Loughton, IG10 2RZ

Proposal: Two storey side and rear extension, rebuilt roof containing attic accommodation.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site. The proposal was overbearing by reason of its bulk and height, creating a negative impact on the street scene.

The proposed rear balcony and second floor fenestration would negatively impact the neighbour's amenity through loss of privacy, caused by overlooking.

The increase in the number of bedrooms was contrary to the Special Area of Conservation (SAC) and would result in more car pollution and a subsequent impact on the air quality to the SAC. We object to this application because of the urbanisation effect, burden on recreational pressure, and damage to air quality in the SAC that the application, alone or with other projects, will engender.

Members considered the drawings provided did not make clear what is being demolished and what is being retained. The proposed drawings suggested the whole house may be demolished and there have been recent instances where this has happened. The application description only states a two-storey side and rear extension was being proposed including a rebuilt roof, yet the front elevations suggested otherwise. The Committee requested that officers clarify the amount of demolition and ensure appropriate conditions are applied to ensure the existing fabric is retained on sustainability grounds.

The Committee also requested that a boundary treatment proposal be submitted, in order to prevent the removal/destruction of existing biodiversity at this site.

Application No: EPF/1251/24

Officer: Samuel Finnis

Location: 63 The Crescent, Loughton, IG10 4PU

Proposal: The proposal is for a garage conversion.

The Committee had NO OBJECTION to this application. However, members requested that a condition be imposed that the garage conversion remains ancillary to the main dwelling.

Application No: EPF/1277/24

Officer: Samuel Finnis

Location: 68 Alderton Hill, Loughton, IG10 3JB

Proposal: Ground and first floor side/single storey rear increase in height of existing dwelling with new roof and Dormers. New front bays and detached front garage structure.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site.

The existing property has great character, adding to the amenity of the street scene. This proposal was ugly, overbearing and out of keeping with the street scene.

The garage should not come forward of the existing building line. The proposal to move this onto the forecourt would create a negative impact on the amenity of the neighbours.

The Committee requested that officers clarify the amount of demolition and ensure appropriate conditions are applied to ensure the existing fabric is retained on sustainability grounds.

Members also requested that a boundary treatment proposal be submitted, in order to prevent the removal/destruction of existing biodiversity.

Application No: EPF/1285/24

Officer: Loredana Ciavucco

Location: Bus Shelter 2507-0002, The Broadway, O/S No. 85-87, Loughton, IG10 3SP

Proposal: Single digital advertising display facing the inside of the Bus Shelter with a non-advertising, non-illuminated panel on the reverse side (for Council or Community content) to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advert.

The Committee had NO OBJECTION to this application, but requested that the local planning authority consider when deciding this application: Epping Forest Adopted Local Plan 2023 – *Policy DM13 Advertisements, section v*: “to safeguard residential and visual amenity, illuminated signs will not be permitted in residential areas to protect the general characteristics of such areas”.

Application No: EPF/1286/24

Officer: Rhian Thorley

Location: Bus Shelter 2507-0009, Rectory Lane, OPP No. 48, Loughton, IG10 2BA

Proposal: Single digital advertising display facing the inside of the Bus Shelter with a non-advertising, non-illuminated panel on the reverse side

(for Council or Community content) to replace existing Double-sided Internally Illuminated 6-sheet Bus Shelter advert.

The Committee had NO OBJECTION to this application.

Application No: EPF/1288/24

Officer: Amy Hallett

Location: 31, Connaught Avenue, Loughton, IG10 4DS

Proposal: Removal of existing roof and replace with attic trusses to form attic rooms together with additional roof windows.

The Committee had NO OBJECTION to this application. However, members expressed concern for the proposed garden boundary treatment and garden wall. The application was unclear on what was proposed in this regard.

Application No: EPF/1290/24

Officer: Amy Hallett

Location: 47 Hillcrest Road, Loughton, IG10 4QH

Proposal: Variation to condition 3 on planning permission EPF/0197/24 (Demolition of existing dwelling and construction of chalet style property).

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, on the basis that this dwelling sides onto houses in Spring Grove, it is therefore important that the local planning authority has full control over what goes into the rear and proposals should be sensitively designed. The examples given by the applicant are not comparable with this property and do not justify their case.

Each application should be determined on its own merits. If the owners wish to have a building “to store equipment to maintain the garden as well as garden furniture” this can be achieved with a garden shed for which they can apply to the Council for permission.

Application No: EPF/1300/24

Officer: Murtaza Poptani

Location: 4, Appleton Road, Loughton, IG10 2HH

Proposal: Retrospective consent for portable outbuilding.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application. The outbuilding was too close to the boundary and was too high, negatively impacting the amenity of the neighbours at no. 22 Colebrook Lane. Members commented that no photos or details of the outbuilding had been provided with this application for proper consideration.

Application No: EPF/1312/24

Officer: Kelly Sweeney

Location: 13, Stanmore Way, Loughton, IG10 2SA

Proposal: Demolition of existing house to erect new build with basement and second floor - resubmission of refused application EPF/0577/24

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that apart from a slight reduction in the height, nothing had changed from the previous proposal to justify approving this application.

Members strongly supported the local planning authority's previous refusal reason, EPF/0577/24, for this site.

No reason has been given to justify the loss of the existing dwelling and the embodied carbon dioxide which is stored inside it. The local planning authority needs to resist the loss of existing fabric and insist the existing dwelling is retro fitted with sustainable energy efficiencies and improved rather than allowing it to be demolished and sent to landfill. Any scheme that replaces an existing building should have a carbon assessment of the whole-life carbon footprint of it compared to the option of re-use.

The additional vehicular movements to remove the entire existing building and replace it with a brand new one would impact on the EFSAC. Epping Forest District Council does not need a bespoke planning policy to justify refusing on embedded carbon grounds. Other councils refuse consent to the loss of buildings without bespoke policies.

The existing dwelling appears to be in good condition and is not unattractive. No justification has been provided for its demolition and or about the recycling of the existing materials in the building. There are no public benefits associated with the proposed redevelopment.

Application No: EPF/1323/24

Officer: Murtaza Poptani

Location: 44, Goldings Road, Loughton, IG10 2QN

Proposal: Double storey rear extension, and a gable roof extension. The proposal also includes modifications to the front porch

The Committee OBJECTED to this application on the grounds that the rear extension projected further than that of the neighbour's, and along with its elevated position would result in a negative impact on the neighbour's amenity. The extension should be reduced in depth to match that of the neighbour's on the right.

Members noted that the proposal contained a bathroom window on the boundary, which is not allowed under building regulations.

The Committee also considered that insufficient details of the modifications to the front porch had been provided and more details were required.

Application No: EPF/1325/24

Officer: Nicola Bickerstaff

Location: First Floor and Second Floor, 236-238 High Road, Loughton

Proposal: Prior approval for change of use from first and second floor office spaces (Class E) to 4 dwellings (Class C3)

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the following grounds:

- The proposed access for one of the dwellings, the rear stairs, was unacceptable. The rear access stairs are an escape route and should remain for that purpose only, and not be used as a means of access. The fire escape and the rear roof can be accessible by anyone and therefore pose a security risk for residential usage.

- A stair not protected from weather is a health and safety risk, especially when there is ice. Also, the rear access road does not appear to have street lighting. The units should be reconfigured so that all 4 flats are accessed by the front door. This would help to improve the security aspect of the proposal.
- The layouts of the flats are poor. The rooms are inappropriately arranged. Some of the bedrooms on the first floor are under living areas on the second floor or vice versa. This would result in disturbance to the detriment of the amenity of the occupiers.
- The internal bathroom (and possibly kitchens) on the street side would have to be vented through the front elevation.
- The proposal includes no direct access to the bike storage or refuse storage to the rear.

Application No: EPF/1329/24

Officer: Loredana Ciavucco

Location: 18, The Broadway, Loughton, IG10 3ST

Proposal: Alterations to front and rear elevation including enlarged openings, introduction of signage and signboards and reconfiguration of internal layout

The Committee had NO OBJECTION to this application.

Application No: EPF/1344/24

Officer: Mohinder Bagry

Location: 2, Richmond Park, Loughton, IG10 4PQ

Proposal: Application for variation of condition 2 'Plan nos' on planning permission EPF/1224/23 (Resubmission of approved application ref: EPF/1124/19 for the refurbishment and ground floor extension to house including loft conversion and two rear dormers)

The Committee OBJECTED to this application stating it was opaque and unclear what the proposed changes were in relation to the approved. A fresh application should be submitted including the previous drawings and making the proposed changes more apparent.

Application No: EPF/1350/24

Officer: Robin Hellier

Location: Roding Valley High School, Alderton Hill, Loughton, IG10 3JA

Proposal: TPO/CHI/02/70 (Ref: A3) T1: Oak - Remove lower limbs, as specified. T2: Ash - Fell, as specified. T3 & T4: Field Maple - Fell, as specified

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

43.2 Deemed Permission – provided for information only:

The Committee NOTED the following application:

Application No: EPF/1314/24

Officer: Murtaza Poptani

Location: 26, Roding Gardens, Loughton, IG10 3NH

Proposal: Certificate of Lawful Development for proposed loft conversion with rear dormer and two front roof lights.

43.3 Others – provided for information only: EPF/1292/24.

The Committee NOTED the information received from Epping Forest District Council.

PL44 Decisions

44.1 Decisions by Epping Forest District Council

The decision notices for June 2024 were NOTED.

PL45 Licensing Applications

No licensing applications had come to the attention of officers.

PL46 Enforcement and Compliance

No reports had been received.

Signed:

Date: 29 July 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 29 July 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy J Riley C Ubah

Also present: Cllr I Allgood

Officers: Debra Paris (Planning Committee Clerk)

PL47 Apologies for Absence

No apologies for absence had been received for this meeting.

PL48 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/1381/24 – 230 High Road, and EPF/1334/24 – 17 Willingale Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL49 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 15 July 2024, amended from those circulated, to read at the final line of the first paragraph, min no PL43.1, planning application EPF/1325/24, First Floor and Second Floor, 236-238 High Road:

“The fire escape and the rear roof can be accessible by anyone and therefore pose a security risk for residential usage”

were CONFIRMED as a correct record and signed by the Chairman.

PL50 Matters for Report

50.1 Notice of Appeal

50.1.1 EPF/0535/24 – Twoony Mead, Nursery Road, Loughton, IG10 4EF. Proposal: Front Boundary Walls and Gates. (Appeal ref no: APP/J1535/D/24/3345873 – Min no PL620.1).

The Committee NOTED the information received from Epping Forest District Council.

PL51 Tree Preservation Order – TPO/EPF/09/24: Grange Court, High Road, Loughton, IG10 4QX

The Committee NOTED and strongly supported the information received from Epping Forest District Council in respect of the above order.

Members questioned whether the Monkey Puzzle tree, considered such a valuable tree at this site, was already protected by a TPO, and if not, could it be included?

The Committee is keen to protect trees under threat from the increased building projects being undertaken around the Town. The Planning Committee Clerk was

requested to pursue with the Tree and Landscaping Officer what had prompted this order and for clarification of the criteria for making such orders.

PL52 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

52.1 Application No: EPF/0664/24

Officer: Frederique Caillat

Location: Loughton Underground Station, Unit 1, Station Approach, Loughton, IG10 4PD

Proposal: New fascia sign.

The Committee OBJECTED to this application on the grounds that it contained insufficient information. Clarification was requested as to the fixing of the signage and whether the signage was to be lit. If so, full details of the lighting should be provided.

Members stressed the importance of not detracting from the heritage of the building, stating it would be preferable if the sign was shrunk to fit the existing, with the colour being either blue to tie in with London Underground signage or black to tie in with the existing ironmongery of this unit.

Application No: EPF/0988/24

Officer: Amy Hallett

Location: High Willow, 49 Spring Grove, Loughton, IG10 4QD

Proposal: Proposed extension to existing outbuilding and rear garden design.

The Committee had NO OBJECTION to this application. However, members requested that a condition be imposed that the extension to the existing outbuilding remains ancillary to the main dwelling, and at no point should it be allowed to be developed as a separate property.

Members also drew the attention of the Planning Officer to the comments of the Tree and Landscaping Officer, regarding better information being provided.

Application No: EPF/1222/24

Officer: Loredana Ciavucco

Location: 24 Wroths Path, Loughton, IG10 1SH

Proposal: Construction of single storey rear and side extension.

The Committee OBJECTED to this application stating the proposed porch was oversized and ugly. The porch should not clash with the timber boarding between the windows. As the roof would be slates it could easily be reconfigured to avoid this.

(see example diagram below)



Application No: EPF/1336/24

Officer: Loredana Ciavucco

Location: 17 Willingale Road, Loughton, IG10 2DD

Proposal: Construction of single storey rear extension to provide a bedroom and accessible bathroom for a registered disabled person. Construct ramp to rear to provide access for a wheelchair user. The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it would be too much of an imposition on the neighbours. The proposal should be moved away from the boundary to negate this.

Application No: EPF/1339/24

Officer: Caroline Brown

Location: 16 Castell Road, Loughton, IG10 2LT

Proposal: Construction of single storey rear extension to provide a new kitchen to replace the existing kitchen which is to be used as a bedroom and accessible bathroom for a registered disabled person.

The Committee had NO OBJECTION to this application. However, members expressed concern that the application failed to include the proposed demolition of the outside toilet.

Application No: EPF/1340/24

Officer: Caroline Brown

Location: 5 Appleton Road, Loughton, IG10 2HH

Proposal: Construction of a single storey rear extension to provide an accessible W.C. compartment for the use of a registered disabled person

The Committee had NO OBJECTION to this application.

Application No: EPF/1376/24

Officer: Yee Cheung

Location: 12 Lower Park Road, Loughton, IG10 4NA

Proposal: Alterations and Extensions with Part Demolition to 12 Lower Park Road, with a replacement dwelling for 12a Lower Park Road.

The Committee had NO OBJECTION to this application.

However, members expressed concern that the front fenestration of no 12 should match the existing fenestration of the neighbouring property, to maintain the symmetry and character of these two semis.

Application No: EPF/1381/24

Officer: Yee Cheung

Location: 230 High Road, Loughton, IG10 1EZ

Proposal: Erection of a rear extension to the existing ground floor commercial unit (Class E), following the demolition of the existing single storey building at the rear ground floor level, with associated works, and replacement of the shop front.

The Committee NOTED the contents of a letter regarding this application.

The Committee had NO OBJECTION to this application.

However, members requested that a condition be imposed that the extension of the veterinary surgery, where dogs would be housed overnight, be soundproofed to protect the amenity of neighbours.

Application No: EPF/1394/24

Officer: Yee Cheung

Location: Corner Garth, Nursery Road, Loughton, IG10 4EF

Proposal: Replacement Boundary Walls, Gates and Railings.

The Committee OBJECTED to this application on the grounds that it contained insufficient information. No specific details had been provided on the height of the piers and railings, or of the bricks to be used.

Exiting from High View Close onto Nursery Road was already precarious, with limited vision, it was therefore imperative that any boundary treatment to this property did not further impinge on road users' safety, by being over-height.

Members have previously recorded that the crossover into High View Close was unacceptable with no formal application for this having been made. This element was slipped into previous objected plans, which were approved at Delegated Officer level. Members urged Enforcement to investigate this infraction and that the applicant be compelled to make a valid formal application for this crossover.

The Committee considered the drawings in this application to be misleading. The applicant had also incorrectly stated that works had not started, which they have with existing boundary treatments already removed. Due to the location of this dwelling, next to the Forest, biodiversity gain should apply for this proposal and a landscaping report should be provided.

Application No: EPF/1397/24

Officer: Loredana Ciavucco

Location: 1 Crossfields, Loughton, IG10 3PY

Proposal: Double storey side extension, new window to rear ground floor in place of door, new doors to rear ground floor, new raised platform to rear and internal alterations.

The Committee OBJECTED to this application, supporting the refusal reasons of the local planning authority in respect of the previous similar planning application, EPF/0940/24, for this site. Members considered the extension should only be single storey, not two-storey.

The Committee did not believe that this application suitably addressed those refusal reasons. The proposal was an overdevelopment, by reason of the excessive scale and bulk. It would be out of character with the surrounding area, causing significant harm to the living conditions of the adjacent neighbours, as a result of overbearingness.

Application No: EPF/1399/24

Officer: Robin Hellier

Location: 23 Upper Park, Loughton, IG10 4EY

Proposal: TPO/EPF/07/79 (Ref: T10)

T1: Horse Chestnut - Crown reduce to previous pruning points, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any

application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Application No: EPF/1414/24

Officer: Robin Hellier

Location: 5 Salcombe Park, High Road, Loughton, IG10 4QT

Proposal: TPO/EPF/09/90

T1: Lime - Fell and replace, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

Members **STRONGLY OBJECTED** to the removal of this beautiful tree, stating there was no justification for it.

Application No: EPF/1430/24

Officer: Rhian Thorley

Location: 24 Hazelwood, Loughton, IG10 4ET

Proposal: Porch infill and flat roof with skylight similar to adjoining property.

The Committee had **NO OBJECTION** to this application.

Application No: EPF/1442/24

Officer: Amy Hallett

Location: 28 Ollards Grove, Loughton, IG10 4DW

Proposal: Rear Garden Level Alteration.

The Committee **OBJECTED** to this application stating the plans did not give proper information on the change of levels proposed, and it was therefore unable to ascertain the possible negative impact on the neighbours. The plans contained no information to justify the proposal. An Arboricultural Report and Impact Statement should be provided.

Members drew the attention of the Planning Officer to the Tree and Landscaping Officer's report in respect of this application.

52.2 Deemed Permission – provided for information only:

The Committee **NOTED** the following applications:

Application No: EPF/1405/24

Officer: Rhian Thorley

Location: 64 Southern Drive, Loughton, IG10 3BX

Proposal: Certificate of lawful development for a proposed hip to gable roof extension, rear dormer and 3 front rooflights.

Application No: EPF/1460/24

Officer: Amy Hallett

Location: 119 Queens Road, Loughton, IG10 1RR

Proposal: Certificate of lawful development for a single storey rear extension.

52.3 Others – provided for information only: EPF/1408/24, EPF/1411/24 and EPF/1421/24.

The Committee NOTED the information received from Epping Forest District Council.

PL53 Decisions

53.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL54 Licensing Applications

No licensing applications had come to the attention of officers.

PL55 Enforcement and Compliance

No reports had been received.

Signed:

Date: 19 August 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 19 August 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy

Also present: Cllr D Wixley

Officers: Debra Paris (Planning Committee Clerk)

22 Members of the Public

The Chairman advised that he would request members' consent to bring forward in the agenda planning applications that members of the public present at the meeting had an interest in, after agenda item 3, Confirmation of Minutes.

PL56 Apologies for Absence

Apologies for absence had been received from Cllrs Davies and Ubah for this meeting. The Planning Committee Clerk advised that in Cllr Davies absence Cllr Riley would Chair this meeting.

PL57 Declarations of Interest

Cllr Murphy declared a non-pecuniary interest in planning applications: EPF/1472/24 – 92 York Hill, as she knows the neighbours of this property who had submitted a letter of support for this application, and EPF/1357/24 - Birnam Lodge, Nursery Road, as she lives nearby.

Cllr Minhas declared a non-pecuniary interest in planning application EPF/1537/24 – 43 Alderton Hill, as he knows the owners of this property.

Cllr Wixley declared a non-pecuniary interest in planning application EPF/1456/24 – Land And Garages On The North Side Of, Avondale Close, IG10 3DH being one of the Ward Councillors for this site, Whitebridge Ward, and he had been consulted by residents regarding this matter. He advised the residents present that as he was not a member of the Planning Committee, he would not be able to vote on this matter, however he would be able to speak about it at this meeting.

He also declared a non-pecuniary interest in planning application EPF/1574/24 – 6 Tewkesbury Close, as he had been a member of the Area Plans South Sub-Committee at Epping Forest District Council and participated in a site visit when that Committee considered the original application for this site and set the conditions.

The Committee declared a non-pecuniary interest in the following planning applications: EPF/1456/24 – Land and Garages On The North Side Of, Avondale Close, EPF/1484/24 – 79 Whitehills Road, and EPF/1574/24 – 6 Tewkesbury Close, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL58 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 29 July 2024 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward planning applications, EPF/1456/24 – Land And Garages On The North Side Of, Avondale Close, IG10 3DH, EPF/1472/24 – 92 York Hill, IG10 1JA, and EPF/1552/24 – 75 Smarts Lane, as members of the public present at the meeting had an interest in these matters.

PL59 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

59.1 Application No: EPF/1456/24

Officer: Yee Cheung

Location: Land And Garages On The North Side Of, Avondale Close, Loughton, IG10 3DH

Proposal: Erection of Proposed New Flats.

The Committee NOTED the contents of 5 letters of objection.

A member of the public with an interest in this application addressed the meeting.

The Committee OBJECTED to this application on the following grounds:

The proposal was overbearing by reason of its height and massing. At three storeys high, it was substantially larger than its neighbours on Avondale Close. It was entirely out of character with the area and would be an overdevelopment of the site, resulting in a negative impact on the amenity of neighbours causing a lack of privacy from overlooking for residents in Avondale Close, Avondale Drive and Elmhurst Way.

The design was very poor, failing to comply with the principles of the Essex Design Guide, as recommended by the local planning authority. The proposed front doors were placed directly behind 8' fences, which would encourage crime and anti-social behaviour, being detrimental to the amenity of the occupiers of the proposed flats and residents of Avondale Drive, whose rear gardens back onto this site. There would also be an insufficient gap between existing houses in Avondale Drive and the proposed flats.

The proposal breaks the established building line by projecting forward at ground and first floor from the buildings at Nos 6 to 9 Avondale Close. The double storey projection forward would be wholly out of keeping with the Close.

The sheer bulk of the building would block windows to 6/7 Avondale Close, and the proposed balconies would look directly into the bedrooms of these properties, causing a lack of privacy for the residents of 6/7 Avondale Close. There are no balconies to the front of any existing houses on Avondale Close.

The Committee was advised that large trees that would have provided some screening and privacy for neighbouring residents had been removed by the owner of the garage site before the submission of this application.

The proposed location of the air source heat pumps, directly behind the gardens of residents in Avondale Close, would negatively impact their

amenity caused by noise pollution. Members noted that no acoustic report or dimensions of the units had been submitted with this application.

The site is in a medium risk flood area, with residents of surrounding roads having experienced flooding of their gardens on a number of occasions in recent years. The application does not address this issue.

The proposed bin storage would negatively impact the residents of Avondale Close, being located so close to their properties.

The access to Avondale Close is very narrow, this would create a negative impact to the amenity of residents during construction with the potential to prevent emergency vehicle access during that time. The removal of existing parking spaces and provision of just 4 new spaces for the proposed number of residents (likely 14) of the new flats would exacerbate existing parking problems in this area.

The Committee understands that the existing garages are an extremely popular amenity of local residents and objects to their loss. Members noted this disputes the claim of the applicant that the garages were currently vacant.

The Committee considered the poor design, overdevelopment of the site, limited amenity space provision for the residents of these flats and the negative impact on the amenity of neighbours in Avondale Close, Avondale Drive and Elmhurst Way to be valid reasons for refusing this application.

Application No: EPF/1472/24

Officer: Sukhvinder Dhadwar

Location: 92 York Hill, Loughton, IG10 1JA

Proposal: Proposed extensions and alterations.

The Committee NOTED the contents of a letter of support for this application.

A member of the public with an interest in this application was present at the meeting but had elected not to address the Committee.

The Committee had NO OBJECTION to this application, noting that this proposal took on board the Committee's previous comments and that the reduced size and design was more conducive to the York Hill Conservation Area.

Members advised the applicant that the Arboricultural Report submitted did not reference the TPO'd tree on this site, this needed be addressed.

Application No: EPF/1552/24

Officer: Samuel Finnis

Location: 75 Smarts Lane, Loughton, IG10 4BU

Proposal: Single storey side extension, part 1st floor rear extension and alterations to existing ground floor rear extension.

A member of the public with an interest in this application was present at the meeting but had not been able to register to speak, having only just become aware of the application via the internet and not having received his notification letter from the local planning authority.

The Committee had NO OBJECTION to this application. Members considered the applicant had addressed their previous comments and sufficiently downscaled the previous submission.

PL60 Matters for Report

60.1 Notices of Appeal

60.1.1 EPF/0583/24 – 97 Oakwood Hill, Loughton, IG10 3ER.
Proposal: Prior approval for a 6.00m deep single storey rear extension, height to eaves 2.90m and maximum height of 2.90m. (Appeal ref no: APP/J1535/D/24/3346018 – Min no PL620.3)

The Committee NOTED the information received from Epping Forest District Council.

60.1.2 EPF/0224/24 – 14 Tycehurst Hill, Loughton, IG10 1BU.
Proposal: Variation to condition 2 (Plan numbers) on EPF/0599/23 allowed on appeal (Part demolition of existing building. Two storey side and rear extension with internal alterations. Second floor within roof space). (Appeal ref no: APP/J1535/W/24/3342115 – Min no PL592.1)

The Committee NOTED the information received from Epping Forest District Council.

Cllr Minhas left the meeting during this item.

60.1.3 EPF/2723/23 – 34 Habgood Road, Loughton, IG10 1HF.
Proposal: Part single part two storey rear extension and two storey side extension. (Appeal ref no: APP/J1535/D/24/3346704 – Min no PL601.1)

The Committee NOTED the information received from Epping Forest District Council.

60.1.4 EPF/0554/24 – 18 York Hill, Loughton, IG10 1RL. Proposal: Hip to gable loft conversion. (Appeal ref no: APP/J1535/W/24/3346276 – Min no PL628.1)

The Committee strongly supported the refusal reasons of the local planning authority, Epping Forest District Council, for this application and reiterated its previous comments which were:

“The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the proposal was out of keeping for this part of the York Hill Conservation Area. The loss of symmetry would create a negative impact to the street scene. No 18 forms part of a matching pair of 19th Century dwellings within the York Hill Conservation Area.

The application fails to meet planning law which clearly states that each local planning authority has a duty to protect and encourage the enhancement of Conservation Areas. This proposal fails to do that.”

60.2 Re-Consultation

60.2.1 EPF/2756/23 – 35 Wellfields, Loughton, IG10 1PA.

Proposal: TPO/EPF/26/01 (Ref: T1)

T3: Oak - Fell and replace, as specified – Min no PL566.1

The Planning Committee Clerk informed members that Epping Forest District Council, Tree and Landscaping Officer, Robin Hellier, had advised that he would try to attend this meeting, although, he would be returning from holiday today, to provide further information to the Committee on this matter. In his absence, the Committee AGREED to defer this item to the next meeting.

Cllr Minhas rejoined the meeting during this item.

60.3 South Epping Masterplan Area - Strategic Masterplan Framework and Design Code Consultation – Min no PL42

The Committee NOTED the information submitted to Epping Forest District Council in respect of this consultation.

PL61 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

61.1 Application No: EPF/1151/24

Officer: Rhian Thorley

Location: 6 Wellfields, Loughton, IG10 1NX

Proposal: Ground Floor Front Porch and Rear Orangery Extension, First Floor Rear Infill Balcony Addition and A Loft Conversion with Rear Dormers Together with Side and Rear Skylights.

The Committee had NO OBJECTION to this application.

Application No: EPF/1357/24

Officer: Yee Cheung

Location: Birnam Lodge, Nursery Road, Loughton, IG10 4EF

Proposal: Demolition of existing dwelling and construction of replacement dwelling with basement.

The Committee had NO OBJECTION to this application.

Application No: EPF/1390/24

Officer: Loredana Ciavucco

Location: 18 The Broadway, Loughton, IG10 3ST

Proposal: Illuminated fascia sign to front and rear elevations.

The Committee had NO OBJECTION to this application.

Application No: EPF/1468/24

Officer: Caroline Brown

Location: 1 Forest Lodge, Fairmeadside, Loughton, IG10 4RH

Proposal: New boundary wall, railings and gates.

The Committee OBJECTED to this application on the grounds that it would be out of keeping as generally properties in this area had open frontages. This proposal would be detrimental to the street scene and not enhance it. A point made by the Planning Inspector when dismissing an earlier appeal for this site (Appeal Ref: APP/J1535/D/21/3267868).

Members noted that the applicant claimed the existing fencing was original. However, this fencing had only been erected prior to the existing development being undertaken at this site and the Committee had previously commented on the sub-standard nature of it – Min no PL34.1:

“Members also commented that the fencing erected around this property on Nursery Road was inappropriate. It was irregular and created a detrimental effect on the street scene.”

Again, this matter is confirmed by the Appeal Inspector, who noted in his report *“Fairsmeade [sic] is a small cul-de-sac of nine dwellings. Nursery Road, to the side of the appeal site, abuts Epping Forest but I noted at the time of my site visit that it is well screened to the side and rear with well-established vegetation.”*

Members considered the fencing should be replaced with improved quality timber and installation, and also drew attention to the Tree and Landscaping Officer that tree and root protection conditions imposed had been breached with damage occurring.

Application No: EPF/1475/24

Officer: Yee Cheung

Location: 14 Stanmore Way, Loughton, IG10 2SA

Proposal: Front and East front garden walls with associated vehicular and pedestrian gates.

The Committee had NO OBJECTION to this application. However, members requested that a condition be imposed for soft landscaping and planting of trees to enhance the street scene, should the local planning officer be minded to approve this proposal.

Application No: EPF/1484/24

Officer: Loredana Ciavucco

Location: 79 Whitehills Road, Loughton, IG10 1TU

Proposal: Loft conversion with rear dormer, hip to gable roof, and internal alterations.

The Committee NOTED the contents of a letter of objection.

Members did not consider this application suitably addressed their previous objections.

The Committee OBJECTED to this application, stating in particular the loss of the hipped roof at the front, which is one of the main characteristics on this side of the road, would have a detrimental impact on the street scene. The Committee also reiterated its previous comments (Min no PL365.1) which were:

“The Committee OBJECTED to this application on the grounds that the proposal would create a loss of symmetry with the adjoining semi-detached property. It was overbearing and of poor design, resulting in a negative impact on the street scene.”

The applicant should also note the proposed loft stairs would not achieve sufficient headroom on the first floor or on the second floor.”

Application No: EPF/1515/24

Officer: Mohinder Bagry

Location: 24 Church Lane, Loughton, IG10 1PD

Proposal: New boundary gates.

The Committee OBJECTED to this application, stating the removal of the hedge would have a detrimental impact on the street scene and not enhance it.

Members commented that the location of this property on Church Lane was a notoriously dangerous hot spot, therefore the installation of automated gates would create a serious highway issue. The gates would need to be set back 6m.

If the local planning authority was minded to approve this application, the Committee requested that soft landscaping be conditioned to soften and enhance the appearance of the street scene.

Application No: EPF/1521/24

Officer: Loredana Ciavucco

Location: 59 Spring Grove, Loughton, IG10 4QE

Proposal: Refenestration of the existing elevations, demolition of existing porch and conservatory, and construction of the new portico and rear extension.

The Committee had NO OBJECTION regarding the proposed fenestration improvements and porch in this application.

However, members OBJECTED to the proposed rear extension stating it would result in a negative impact on the amenity of the neighbours. The proposed extension should be shortened to negate this.

Application No: EPF/1530/24

Officer: Yee Cheung

Location: 110 Rear Of, High Road, Loughton, IG10 4HJ

Proposal: Change of use of garages from use class B2 to use class E for office space with associated internal alterations.

The Committee had NO OBJECTION to this application.

The Committee AGREED to suspend standing order 3ff until the conclusion of the agenda.

Application No: EPF/1537/24

Officer: Yee Cheung

Location: 43 Alderton Hill, Loughton, IG10 3JD

Proposal: Variation of Condition 2 of EPF/0754/24 (Demolition of existing house and construction of new detached dwelling.).

The Committee OBJECTED to this application, stating the applicant had failed to specify the proposed variations sought. A fresh application should be submitted outlining the exact details of the variation.

Application No: EPF/1538/24

Officer: Rhian Thorley

Location: First Floor, 110 High Road, Loughton, IG10 4HJ

Proposal: Construction of new loft extension dormer and two rooflights within front roof slope.

The Committee had NO OBJECTION to this application.

Application No: EPF/1543/24

Officer: Samuel Finnis

Location: 64 The Crescent, Loughton, IG10 4PU

Proposal: Construction of a double storey side extension.

The Committee OBJECTED to this application on the grounds that combined with the certificate of lawful development application for this site, EPF/1542/24, it would be an overdevelopment resulting in a negative impact on the amenity of the neighbour.

Application No: EPF/1545/24

Officer: Loredana Ciavucco

Location: 25 Alderton Way, Loughton, IG10 3EQ

Proposal: Double Storey Rear Extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1561/24

Officer: Mohinder Bagry

Location: 48 Fairmead, Church Lane, Loughton, IG10 1PD

Proposal: Demolition of garage structure and construction of a two storey side extension.

The Committee had NO OBJECTION to this application. However, members drew the attention of the Planning Officer to the concerns of the Tree and Landscaping Officer for this proposal.

Application No: EPF/1574/24

Officer: Mohinder Bagry

Location: 6 Tewkesbury Close, Loughton, IG10 3NT

Proposal: Variation of condition 3 and Removal of condition 4 of EPF/2688/23 (Change of use from waste land to garden.

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application on the grounds that members believed it was important to maintain this garden area as a designated ecological natural habitat, safeguarding the bio-diversity benefits.

Members considered it was essential for Condition 4 to remain in order to safeguard the drainage ditch that runs through this land.

Application No: EPF/1594/24

Officer: Samuel Finnis

Location: The Old Stables, Connaught Avenue, Loughton, IG10 4DP

Proposal: Proposed single storey extension located beneath an existing roof structure.

The Committee NOTED the contents of a statement of support received for this application from the architect.

The Committee had NO OBJECTION to this application.

61.2 Deemed Permission – provided for information only:

The Committee NOTED the following applications:

Application No: EPF/1542/24

Officer: Mohinder Bagry

Location: 64 The Crescent, Loughton, IG10 4PU

Proposal: Certificate of Lawful Development for a Proposed erection of a rear dormer including hip to gable roof and installation of 3no of roof lights at the front roof.

Application No: EPF/1550/24

Officer: Samuel Finnis

Location: 70 Goldings Road, Loughton, IG10 2QN

Proposal: Certificate of Lawful Development for a proposed ground floor rear extension, internal alterations, floor plan redesign and all associated works.

Application No: EPF/1551/24

Officer: Samuel Finnis

Location: 43 Southview Road, Loughton, IG10 3LQ

Proposal: Certificate of Lawful Development for a proposed loft conversion with rear facing dormer and front roof windows.

- 61.3 Others – provided for information only:** EPF/1482/24, EPF/1553/24, EPF/1579/24, EPF/1606/24, EPF/1607/24 and EPF/1619/24
The Committee NOTED the information received from Epping Forest District Council.

PL62 Decisions

62.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL63 Licensing Applications

No licensing applications had come to the attention of officers.

PL64 Enforcement and Compliance

No reports had been received.

Signed:

Date: 2 September 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 2 September 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee J Riley
C Ubah S Harriman (as substitute for Cllr Minhas)

Also present: Robin Hellier, Tree and Landscape Officer, Epping Forest District Council (EFDC)

Officers: Debra Paris (Planning Committee Clerk)

Robin Hellier, Tree and Landscape Officer, EFDC, addressed the Committee before the commencement of this meeting, providing a comprehensive account regarding the background and concerns of members, in respect of planning applications EPF/2756/23 and EPF/1664/24 for 35 Wellfields.

PL65 Apologies for Absence

Apologies for absence had been received from Cllrs Minhas and Murphy for this meeting. The Planning Committee Clerk advised that Cllr Harriman had been nominated as substitute for Cllr Minhas.

PL66 Declarations of Interest

The Committee had no declarations of interest for any items on the agenda for this meeting.

PL67 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 19 August 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL68 Matters for Report

68.1 Re-Consultation

68.1.1 EPF/1300/24 – 4 Appleton Road, Loughton, IG10 2HH.

Proposal: Retrospective consent for portable outbuilding – Min no PL43.1

Members considered the amended plans submitted for this application.

The Committee OBJECTED to this application reiterating its previous comments to this proposal, which were:

“Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application. The outbuilding was too close to the boundary and was too high, negatively impacting the amenity of the neighbours at no. 22 Colebrook Lane.”

PL69 Epping Forest District Council's (EFDC) Planning decision making, following a review from the Planning Advisory Service (PAS).

The Committee NOTED the information received from Epping Forest District Council.

PL70 The Essex County Council (Epping Forest District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) (Amendment Number 40) Order 202

The Committee NOTED the information received from Essex County Council.

Members supported the following comments received from Cllr Wixley regarding this proposal.

In response to the following statement of Essex County Council:

"The permanent order will convert bays currently subject to limited waiting, to pay parking (pay by phone) bays. The conversion of bays will allow more efficient and effective enforcement and encourage a greater turnover of spaces which will benefit nearby businesses."

There is no evidence to support this assertion. To the contrary a recent experience of Cllr Wixley suggests that this may not be the case. While visiting the sub-post office in Englands Lane, a customer stated they no longer used the main post office in the High Road because of the recent charges introduced in Station Road. While the sub-post office in Englands Lane may have benefitted from this customer's trade it seems likely that not using the High Road post office could lessen the chances of its customers visiting shops in the High Road.

Further, a resident complaint regarding the "pay by phone only" requirement in Station Road, that will also apply to this proposed scheme, was received stating *"this discriminates against anyone who may not have a phone or at least a phone with them at the time of parking"*.

The Committee also noted that the parking bays are located next to the Doctor's surgery and children's playground in Traps Hill and were therefore used by patrons of both of these vital community amenities. Again, this would fail to support the statement to *"encourage a greater turnover of spaces which will benefit nearby businesses."* However, it would penalise users of these community amenities.

PL71 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

71.1 Application No: EPF/1306/24

Officer: Loredana Ciavucco

Location: 24 Brook Road, Loughton, IG10 1BW

Proposal: Single storey rear extension to kitchen/dining room.

The Committee OBJECTED to this application stating this house had previously been extended and this proposal would result in an overdevelopment of the site.

Members expressed concern that this proposal could interfere with the 45degree sight line from the neighbours ground floor window, negatively impacting the amenity of the neighbour. The ground floor plan should include the neighbour's property with the sight line shown to enable evaluation of the amount of interference.

Application No: EPF/1576/24

Officer: Rhian Thorley

Location: 10 The Hawthorns, Loughton, IG10 3QT

Proposal: Proposed single storey side extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1604/24

Officer: Mohinder Bagry

Location: 27 St Johns Road, Loughton, IG10 1RZ

Proposal: 3 extensions to existing property.

The Committee OBJECTED to this application on the grounds that this dwelling is located within the setting of the York Hill Conservation Area, the proposal would cause harm to the special leafy character of the setting of the conservation area, in particular the proposed extension on the right hand side, which would necessitate the removal of some of the hedges, leaving the extension exposed. Hence, all hedges are to be retained and protected.

The proposed extension on the left was building up to the boundary resulting in a negative impact on the neighbour. The raising of the roofline would lose the separation and therefore be detrimental to the street scene. Members considered this part of the proposal should be removed from the application.

Application No: EPF/1653/24

Officer: Rhian Thorley

Location: 14 Stanmore Way, Loughton, IG10 2SA

Proposal: Retrospective application for External Flue to West Elevation. Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application, stating the external flue was ugly, extending well above the roofline, causing a negative impact on the street scene.

Members also expressed concerned for the environmental impact of this flue, that had obviously been installed to facilitate a feature fire at the dwelling, and which should be replaced by a more environmentally friendly electric fire.

The Committee believes Enforcement Officers should insist on the removal of this external flue.

Application No: EPF/1664/24

Officer: Robin Hellier

Location: 35 Wellfields, Loughton, IG10 1PA

Proposal: TPO/EPF/26/01 (Ref: T1)

T3: Oak - Crown reduce by up to 2m, as specified.

Members NOTED the comments of Robin Hellier, the Tree and Landscaping Officer, EFDC, regarding this application, and that the previous application, EPF/2756/23 to fell and replace this Oak tree had now been WITHDRAWN by the applicant.

The Committee had NO OBJECTION to this application.

Application No: EPF/1666/24

Officer: Amy Hallett

Location: 9 Firs Drive, Loughton, IG10 2SL

Proposal: Ground floor rear extension (part-retrospective).

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application, stating it was unclear what part of the proposal was retrospective, making references to applications for the neighbouring property, no.8, rather than what was specifically proposed for this property, no.9.

Members believed the roof had been raised, noting this would not have been allowed under Permitted Development.

The Committee requested more detailed plans be submitted for this application to be properly considered.

Application No: EPF/1681/24

Officer: Amy Hallett

Location: 154 Borders Lane, Loughton, IG10 3SB

Proposal: Erection of front boundary wall and fence 1300mm height.

The Committee OBJECTED to this application, stating the proposed wall and fence was still too high, resulting in a detrimental impact on the street scene. No planting scheme had been included in the application.

Members were disappointed that the applicant had not taken on board their previous comments for this proposal.

71.2 Deemed Permission – provided for information only:

The Committee NOTED the following application:

Application No: EPF/1629/24

Officer: Samuel Finnis

Location: 21 Brook Road, Loughton, IG10 1BW

Proposal: Certificate of lawful development for a proposed garage conversion.

71.3 Others – provided for information only: EPF/1689/24

The Committee NOTED the information received from Epping Forest District Council.

PL72 Decisions

72.1 Decisions by Epping Forest District Council

The decision notices for July 2024 were NOTED.

PL73 Licensing Applications

No licensing applications had come to the attention of officers.

PL74 Enforcement and Compliance

No reports had been received.

Signed:

Date: 16 September 2024

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 16 September 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
J Riley S Murphy C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

1 Member of the Public.

The Committee AGREED to bring forward planning application EPF/1693/24 – 227 High Road, following agenda item 3, Confirmation of Minutes, as a member of the public present at the meeting had an interest in this proposal.

PL75 Apologies for Absence

Apologies for absence were received from Cllrs Lee, Minhas and Dodd. The Planning Committee Clerk reported that no substitutes had been nominated for this meeting. Cllr Lee had however submitted comments for the planning applications under consideration on this agenda for members to consider.

PL76 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/1676/24 – 2A Willow Cottage, Hillcroft, EPF/1688/24 – 292 Willingale Road, EPF/1693/24 – 227 High Road, EPF/1789/24 – 1 Langston Road, and EPF/1797/24 – Unit 3, 258 High Road, owing to comments received for these items from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL77 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 2 September 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL78 Planning Application

The following planning application was CONSIDERED, and the plans inspected.

78.1 Application No: EPF/1693/24

Officer: Caroline Brown

Location: 227 High Road, Loughton, IG10 1BB

Proposal: Change of use of Pub (pub with food) to a shared space comprising of Retail, Café with meeting space and Health Well Being on the ground floor, Health Well Being Services on the first floor and Office Accommodation on the Second floor. Demolition of the existing poor configured extensions to the rear of the building, replacing with new extensions.

The Committee NOTED the contents of a letter of objection.

A member of the public with an interest in this application addressed the meeting.

The Committee OBJECTED to this application. This building was originally The Post Office and latterly The Last Post pub, therefore it is historically and culturally, a very important and valued feature on Loughton High Road.

The proposed extension protrudes angularly, losing the symmetry of the existing building, which is locally listed and a very good example of this style of 'Neo-Georgian' architecture. The proposed materials for the extensions clash too much with the existing red brick, a feature of what makes this a heritage building.

The proposed second floor addition, by reason of its height and detailed design would significantly impact on the setting of the building, impeding the existing detail on the corners of the parapet. The proposed addition overwhelms the existing building, it would set an unwelcome precedent, negatively impacting the street scene on this part of the High Road. The Committee noted both it and District had already turned down overbearing and unsuitable applications for cramped, 3 storey residential developments, on the High Road, and were adamant in not wanting to set a negative precedent.

The additional storey would also result in a negative impact for residents in Priory Road, caused by overlooking and a loss of light. The rear extension should be subservient to the main building.

The application should be more specific regarding the details of what health and wellbeing services would be provided, and whether they would be NHS and community based or private businesses (of which there are already many to choose from). There was no detail regarding what percentage of floor space would be cafe or meeting/community space. The amount and type of community space should be detailed and secured by condition to ensure it was actually provided.

The Committee was aware of other buildings in the High Road, namely Lopping Hall and the Methodist Church, offering space for health and wellbeing groups to operate, as such it was concerned that if the business model for this change of use failed, that a further change of use would be applied for resulting in the loss of the proposed community space and concern for what that change of use would be.

Members expressed concern for the delivery of goods to the site following the proposed removal of the Goods Yard. They believed the loading bay should remain in use for deliveries, being aware of the existing disruption/nuisance caused to residents and users of the High Road for deliveries to neighbouring sites.

The applicant was urged to contact North Essex Parking Partnership regarding road traffic enforcement at this site, as wardens were failing to take enforcement action on illegally parked vehicles here, apparently believing the land in front of this building formed part of this site, which was not the case.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

PL79 Matters for Report

79.1 Re-Consultations

Members considered the amended plans submitted for these applications.

79.1.1 EPF/1537/24 – 43 Alderton Hill, Loughton, IG10 3JD.

Proposal: Removal or variation of conditions: Variation of Condition 2 of EPF/0754/24 (Demolition of existing house and construction of new detached dwelling.) – Min no PL61.1

The Committee OBJECTED to this application regarding the proposed use of render, which would be out of character and too visually intrusive and jarring to the eye, creating a negative impact on the street scene. Members agreed to waive their objection if the applicant changed the materials to brick.

79.1.2 EPF/0061/24 – 47 Harwater Drive, Loughton, IG10 1LP.

Proposal: Proposed single storey ground floor side and rear extension. ** AMENDED PLANS ** – Min no PL611.1

The Committee had NO OBJECTION to this application.

PL80 Buckhurst Hill Conservation Area Consultation

The Committee AGREED to defer this item to a later meeting to allow members further consideration of this item. The closing date for this consultation being 11 October 2024.

PL81 Consultation on Statement of Principles Under the Gambling Act 2005.

The Committee NOTED the information received from Epping Forest District Council, the local licensing authority. Members had no comments regarding this policy.

PL82 Consultation on Pavement Licensing Policy 2025

The Committee NOTED the information received from Epping Forest District Council, the local licensing authority. Members had no comments regarding the proposed amendments to this policy.

However, the Committee expressed concern that no enforcement action was currently being taken against businesses in Loughton that had installed outside seating areas without applying for lawful permission.

PL83 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

83.1 Application No: EPF/1163/24

Officer: Samuel Finnis

Location: 56 Borders Lane, Loughton, IG10 3QU

Proposal: Proposed 2 storey side extension and front porch extension.

The Committee had NO OBJECTION to this application. However, members expressed concern for the negative impact on the street scene created by the solid expanse of brickwork to the side elevation of this proposed extension.

Application No: EPF/1674/24

Officer: Rhian Thorley

Location: 26 Algers Road, Loughton, IG10 4NG

Proposal: Proposed Single Storey Extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1676/24

Officer: Amy Hallett

Location: 2A Willow Cottage, Hillcroft, Loughton, IG10 2PS

Proposal: Formation of 2no. dormers to existing roof.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that this was an overdevelopment of the site and garden grabbing. The property is sited uphill, and the raised height of the further storey would negatively impact the amenity of neighbours. The proposal was unsightly and of poor design. It was incongruous creating a negative impact on the street scene.

Members objected to the loss of this bungalow, which was contrary to Policy H1(E) of the Local Plan.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1688/24

Officer: Samuel Finnis

Location: 292 Willingale Road, Loughton, IG10 2BP

Proposal: Demolish detached garage. Erection of a two storey side extension and single storey rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, stating the proposal would create a terracing effect, it projected beyond the building line resulting in a negative impact on the neighbour's amenity at no.290; it would also negatively affect the street scene.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1700/24

Officer: Muhammad Rahman

Location: Epping Forest Campus, Borders Lane, Loughton, IG10 3SA

Proposal: Installation of air source heat pumps at First and Third Floor level to support decarbonisation of the campus

The Committee had NO OBJECTION to this application.

Application No: EPF/1716/24

Officer: Caroline Brown

Location: 57 High Road, Loughton, IG10 4JE

Proposal: Proposed two-storey rear extension, floor plan redesign and all associated works.

The Committee had NO OBJECTION to this application. However, members expressed concern as to how the construction would take place at this site. A construction method statement needed to be supplied and adhered to by the applicant.

Application No: EPF/1734/24

Officer: Loredana Ciavucco

Location: 11 Staples Road, Loughton, IG10 1HP

Proposal: Erection of a new two storey rear extension to existing property and replacement of rear dormer to the loft.

The Committee OBJECTED to this application on the grounds that no Construction Method Statement had been provided to confirm access issues for the proposed works to this terraced property and proposed working hours.

The narrow pathway next to no. 9 was an easement, providing in the past for the delivery of coal to these properties, and would not be an acceptable route to facilitate any proposed works for this application. Its use would result in a loss of amenity for the neighbours.

Members also expressed concern that there was a potential party wall issue regarding the building of parapets on the party wall.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1743/24

Officer: Loredana Ciavucco

Location: 16, Stanmore Way, Loughton, IG10 2SA

Proposal: Variation to condition 2 on planning permission EPF/0979/23 (Demolition of existing detached dwelling house, and replacement with a two storey detached dwelling house with part basement and rooms in the roofspace. New landscape works to the front and rear. New railings and gate along the street frontage. Front and rear landscape works)

The Committee OBJECTED to this application stating no proper information had been provided regarding the wall and railings. Members noted that the other matters previously objected to had been addressed.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1749/24

Officer: Caroline Brown

Location: 66, Alderton Hill, Loughton, IG10 3JB

Proposal: Conversion of the garage into a habitable room, first floor extension above the garage, double storey rear extension, alterations to the external elevations including new doors, windows and silicone render.

The Committee had NO OBJECTION to this application.

Application No: EPF/1758/24

Officer: Loredana Ciavucco

Location: 25, Lower Park Road, Loughton, IG10 4NB

Proposal: Loft conversion with rear dormer and 4 roof lights to existing front roof slope, 1st floor side extension and alterations to existing single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1781/24

Officer: Suleman Uddin

Location: 69, Roundmead Avenue, Loughton, IG10 1PZ

Proposal: New two and single storey extensions to the rear, new porch and internal alterations.

The Committee had NO OBJECTION to this application.

Application No: EPF/1789/24

Officer: Yee Cheung

Location: 1, Langston Road, Loughton, IG10 3SD

Proposal: Advertisement consent for new illuminated and non-illuminated signage.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the signage, like the building, was highly visible. All of the signage except the sign over the shop entrance would be illuminated dominating the area to the detriment of the visual amenity of Epping Forest and the nearby nature reserve. It would also create a distraction for users of the M11.

The signs are contrary to Policy DM13 of the Local Plan because of the proliferation and excessive number (DM13 *ii*), the impact of the illumination (DM13 *iii*), light pollution and lack of a functional need (DM13 *iii*) and visibility from the flats in Debden Broadway (DM13 *v*).

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1797/24

Officer: Yee Cheung

Location: Unit 3, 258, High Road, Loughton, IG10 1RB

Proposal: The proposed development includes:

1. Change of use to include restaurant and takeaway
 2. Installation of a kitchen extraction/ventilation system
- The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to this application.

Application No: EPF/1801/24

Officer: Mohinder Bagry

Location: Unit 3, 258, High Road, Loughton, IG10 1RB

Proposal: Installation of 1 x fascia sign and 1 x projection sign

The Committee had NO OBJECTION to this application.

Application No: EPF/1799/24

Officer: Robin Hellier

Location: 83, Maple Gate, Loughton, IG10 1PR

Proposal: TPO/EPF/03/88 (Ref: G1)

T1: Lime - Crown reduce height by up to 3m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

83.2 Deemed Permission – provided for information only:

The Committee NOTED the following applications:

Application No: EPF/1699/24

Officer: Amy Hallett

Location: 170 The Broadway, Loughton, IG10 3SS

Proposal: Certificate of lawful development for proposed outbuilding/shed.

Application No: EPF/1735/24

Officer: Samuel Finnis

Location: 1 Torrington Gardens, Loughton, IG10 3TB

Proposal: Certificate of lawful development for existing use to confirm commencement of works approved under application EPF/0046/19.

Application No: EPF/1739/24

Officer: Amy Hallett

Location: 31 St Nicholas Place, Loughton, IG10 1BF

Proposal: Certificate of lawful development for a proposed rear dormer in connection with a loft conversion with front facing rooflights.

Application No: EPF/1765/24

Officer: Suleman Uddin

Location: 128, Roding Road, Loughton, IG10 3BS

Proposal: Certificate of lawful development for a proposed hip to gable loft conversion.

83.3 Others – provided for information only:

The Committee NOTED that no applications under this heading had been received from Epping Forest District Council.

PL84 Decisions

84.1 Decisions by Epping Forest District Council

The decision notices for August 2024 were NOTED.

PL85 Licensing Applications

85.1 Renewal of Pavement Licences

85.1.1 Pavement Licence Renewal - New Breed Bottle Shop, 287 High Road, Loughton, IG10 1AH

The Planning Committee Clerk advised members that an application to renew the existing Pavement Licence for the above premises had been received, with no proposed changes. The consultation period for this application ends on 27 September 2024.

The Committee had NO OBJECTION to this application.

85.1.2 Pavement Licence Renewal - Dada, 31 Station Road, Loughton, IG10 4NZ

The Planning Committee Clerk advised members that an application to renew the existing Pavement Licence for the above premises had been received, with no proposed changes. The consultation period for this application ends on 27 September 2024.

The Committee had NO OBJECTION to this application.

PL86 Enforcement and Compliance
No reports had been received.

Signed:
Date: 30 September 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 30 September 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
J Riley C Ubah
M Stubbings (as substitute for Cllr Murphy)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

2 Members of the Public

The Committee AGREED to bring forward planning application EPF/1867/24 – 36 Brook Road, after agenda item 3, Confirmation of Minutes, as members of the public present at the meeting had an interest in this matter.

PL87 Apologies for Absence

Apologies for absence were received from Cllr Murphy. The Planning Committee Clerk reported that Cllr Stubbings had been nominated as her substitute for this meeting.

PL88 Declarations of Interest

The Committee declared a non-pecuniary interest in planning application: EPF/1670/24 – 20 Crossfields, owing to comments from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL89 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 16 September 2024 were CONFIRMED as a correct record and signed by the Chairman.

PL90 Planning Applications

The following planning application was CONSIDERED, and the plans inspected.

90.1 Application No: EPF/1867/24

Officer: Rhian Thorley

Location: 36 Brook Road, Loughton, IG10 1BP

Proposal: Proposed first floor side extension over existing, change of rear extension crown roof to green flat roof, loft conversion with two dormer windows. Changes to fenestration.

The Committee OBJECTED to this application on the grounds that the proposal was overbearing and out of keeping.

The proposed extension has a huge bulk on the lefthand side. In trying to make the front elevations more symmetrical it is unsuccessful, resulting in a loss of character, failing to enhance the street scene. The existing elevations mimic those of the neighbours on the right, giving the street

scene its charm. The existing modelling, a mixture of tiling, brick and render, was very attractive. The proposed grey brick and timber cladding provided an incongruous mix of materials, which were incoherent, creating a negative visual impact. The proposed change of fenestration was also out of keeping and would result in a loss of character.

The rear elevations would create a negative impact on the amenity of the neighbours' caused by overlooking.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

PL91 Matters for Report

91.1 Notice of Appeal

91.1.1 EPF/1158/24 – 15 Drayton Avenue, Loughton, IG10 3DF.

Proposal: Proposed Ground Floor single storey Rear and Side extension and proposed rear dormer Loft conversion – (Appeal Ref: APP/J1535/D/24/3349947) – Min No PL33.1 – FOR INFORMATION ONLY

The Committee NOTED the information received from Epping Forest District Council.

PL92 Buckhurst Hill Conservation Area Consultation

The Committee considered the proposals for the draft St John's Conservation area were well put together and SUPPORTED the proposal to protect and preserve this green area of Buckhurst Hill.

Members also strongly SUPPORTED the recent decision of the Environment and Heritage Committee – Min no EH34.1 regarding the Extension and Protection of areas within Loughton and would encourage future proposals to protect further areas of Loughton.

PL93 Epping Town Neighbourhood Plan Regulation 16 Consultation

The Committee AGREED to defer this agenda item to the next Planning Committee meeting, on 14 October 2024, to enable members further time to consider the proposals in this consultation, which concludes on 21 October 2024.

PL94 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

94.1 Application No: EPF/1670/24

Officer: Suleman Uddin

Location: 20 Crossfields, Loughton, IG10 3PY

Proposal: Outbuilding for use as gym and ancillary accommodation.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, stating it was creating a separate property by stealth, setting a dangerous negative precedent. The proposed accommodation was too small for somebody to live in. The outbuilding offered an insufficient standard of accommodation, with no bedroom window or natural light and no ventilation to the kitchen area.

Members requested that if the local planning authority was minded to approve this application, a legal agreement would be required to prevent the extension being used as a separate accommodation. Imposing a condition that the outbuilding remain ancillary to the main dwelling would be insufficient to protect it, as such a condition had previously been overridden

in a separate application – EPF/0369/24 – Annexe, 15 Greenfields Close, IG10 3HG.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1848/24

Officer: Frederique Caillat

Location: 31 Baldwins Hill, Loughton, IG10 1SF

Proposal: Grade II listed building application for replacement windows.

The Committee had NO OBJECTION to this application.

Application No: EPF/1849/24

Officer: Klajdi Koci

Location: Goldings Mansion, 12 Stanmore Way, Loughton, IG10 2SA

Proposal: Retrospective application for rear dividing garden brick wall.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application on the grounds that the height of the garden wall was excessive, overbearing and would be out of keeping.

The proposal would create a negative impact on the neighbour at no.14 due to its height and sense of enclosure.

Approval of this application would set a negative precedent.

Members noted that an aerial view of this property appeared to show that the wall between 10 and 12 has been raised (indicated by the different bricks). The planning officer should carry out a site inspection to establish the original height and length and who had carried out the alteration. There is a risk that granting permission would set a precedent for the same with the wall between 10 and 12.

There is no correlation between the removal of the trees at no 14 and the high walls plus railing (total 3.35m) in terms of security. Google earth still shows the trees against the boundary hence the visual privacy is still maintained. Again, the planning officer should inspect these when visiting the site.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1856/24

Officer: Robin Hellier

Location: 33 The Drive, Loughton, IG10 1HB

Proposal: TPO/EPF/25/94 (Ref: A1)

T1: Oak - Crown reduce height and spread by up to 2m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

94.2 Deemed Permission – provided for information only:

The Committee NOTED the following applications:

Application No: EPF/1830/24

Officer: Yee Cheung

Location: Corner Garth, Nursery Road, Loughton, IG10 4EF

Proposal: Certificate of lawful development for proposed railings and gates - maximum 2 metres in height and set in from the site boundaries by 1 metre.

Application No: EPF/1831/24

Officer: Yee Cheung

Location: Corner Garth, Nursery Road, Loughton, IG10 4EF

Proposal: Certificate of lawful development for proposed railing and gates - maximum 1 metre in height.

94.3 Others – provided for information only: EPF/1809/24 and EPF/1862/24

The Committee NOTED the information received from Epping Forest District Council.

PL95 Decisions

95.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL96 Licensing Applications

96.1 Renewal of Pavement Licence

96.1.1 Pavement Licence Renewal – Greggs, 45 The Broadway, Loughton, IG10 3SP

The Planning Committee Clerk advised members that an application to renew the existing Pavement Licence for the above premises had been received, with no proposed changes. The consultation period for this application ends on 9 October 2024.

The Committee had NO OBJECTION to this application.

PL97 Enforcement and Compliance

97.1 Landowner prosecuted for 132 felled trees

Notification had been received that Epping Forest District Council (EFDC) had been successful in its prosecution of the landowner who felled 132 trees at the Debden Hall Estate in 2021, which included an agreed undertaking for the planting of 101 new trees.

Following that notification the Planning Committee Chairman had enquired why only 101 trees were being replanted?

EFDC's tree and Landscape officer advised that:

"Of the 132 trees felled, a number were self-seeded, as a consequence they had grown closely together. The majority of the new trees to be planted, are 'extra heavy standards' with a minimum girth size of 14cm, and a height of c 3.5metres. The remained are larger semi mature trees with a minimum girth size of 35cm, and a height of at least 6metres. Given that they are large trees, with already developed crowns, a lesser number have

been agreed so as to allow space around these new trees to develop good shapes on maturity. We have also taken in to account the rooting environments of the existing trees, so that the planting locations have minimal impact on the retained tree roots.

We are advised that preparations for the tree planting will commence in October, with the trees being planted in November.“

Members NOTED the information received from Epping Forest District Council and requested naturalistic planting, with the species being as close as possible to the existing trees. Members asked whether it would be possible for them to inspect the planting once implemented?

The Planning Committee Clerk would forward the Committee's requests to the EFDC Tree and Landscape Officers.

Signed:

Date: 14 October 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 14 October 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy J Riley

Also present:

Officers: Debra Paris (Planning Committee Clerk)

2 Members of the Public

PL98 Apologies for Absence

Apologies for absence were received from Cllr Ubah. No substitute had been nominated for this meeting.

PL99 Declarations of Interest

The Committee declared a non-pecuniary interest in planning application: EPF/1890/24 – 25 Carroll Hill, owing to comments from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL100 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 30 September 2024 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward planning application EPF/1890/24 – 25 Carroll Hill, as members of the public present at the meeting had an interest in this matter.

PL101 Planning Applications

The following planning application was CONSIDERED, and the plans inspected.

101.1 Application No: EPF/1890/24

Officer: Kelly Sweeney

Location: 25 Carroll Hill, Loughton, IG10 1NL

Proposal: Demolition of the existing house and garage and erection of a new 3 storey family dwelling (2 full storeys and additional accommodation in roof space - no basement).

The Committee NOTED the contents of a letter of objection.

A member of the public with an interest in this application addressed the meeting.

The Committee OBJECTED to this application on the grounds that although this new proposal was for a smaller dwelling than previous, it remained far too large. The excessive height, scale, bulk and massing would dominate the street scene. It ignores all the expected design details that would compliment neighbouring properties, creating a visually negative impact.

Although the proposed reconfigured garage is now no further forward than the existing garage its large wide blank gable facing the street increases the negative impact on the street scene.

The proposed front garden and railings would be out of keeping with the open aspect of this part of Carroll Hill. The proposal was totally out of character with its surroundings.

The application offers no biodiversity gains, it only removes the existing biodiversity, which is contrary to the Local Plan. Furthermore, the application site is close to the Forest and would have a deleterious effect on the SAC, contrary to the Local Plan. This new dwelling would lead to more traffic in the SAC and would result in more pressure for the overstressed recreational services leading to subsequent damage to the SAC.

Members were very concerned that several trees had already been removed from the site, without knowing if any were protected. The Committee strongly supported the holding objection of the Tree and Landscaping Officer and the requirement for a new Arb Report to be provided and considered before a planning decision is made.

The committee was also alarmed to hear about the apparent lack of neighbour consultation. Older residents particularly, are being effectively prevented from consideration in the planning process. They are frequently not able to fully participate when they are expected to look online, or access websites, or use smart phones. Instead they have to rely on younger, more IT literate neighbours. This is both discriminatory and undemocratic.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

PL102 Matters for Report

102.1 Notice of Appeal

102.1.1 EPF/1394/24 – Corner Garth, Nursery Road, Loughton, IG10 4EF. Proposal: Replacement Boundary Walls, Gates, and Railings – (Appeal Ref: APP/J1535/D/24/3351205) – Min No PL52.1 – FOR INFORMATION ONLY

The Committee NOTED the information received from Epping Forest District Council.

Members also noted that a report had been submitted to EFDC Enforcement Officers regarding the suspected demolition of this property, which was contrary to the planning approval granted for this site.

PL103 Epping Town Neighbourhood Plan Regulation 16 Consultation

Members AGREED to submit individual comments on this consultation which concludes on 21 October 2024.

PL104 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

104.1 Application No: EPF/1840/24

Officer: Suleman Uddin

Location: 31 Connaught Avenue, Loughton, IG10 4DS

Proposal: Single storey kitchen extension and change balustrade above to glass.

The Committee had NO OBJECTION to this application. However, members expressed concern for the poor quality design.

Application No: EPF/1879/24

Officer: Samuel Finnis

Location: 68 Alderton Hill, Loughton, IG10 3JB

Proposal: Ground and first floor side/single storey rear increase in height of existing dwelling with new roof and Dormers. New front bays and detached front garage structure.

The Committee OBJECTED to this application. Members considered the existing house was still better in all aspects than the proposed dwelling, which was an overdevelopment of the site. Members strongly objected to the garage design which would create a negative impact on the street scene and the neighbour's amenity.

The Committee reiterated its previous comments, Min no PL43.1, which were:

The Committee NOTED the contents of a letter regarding this application.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site.

The existing property has great character, adding to the amenity of the street scene. This proposal was ugly, overbearing and out of keeping with the street scene.

The garage should not come forward of the existing building line. The proposal to move this onto the forecourt would create a negative impact on the amenity of the neighbours.

The Committee requested that officers clarify the amount of demolition and ensure appropriate conditions are applied to ensure the existing fabric is retained on sustainability grounds.

Members also requested that a boundary treatment proposal be submitted, in order to prevent the removal/destruction of existing biodiversity.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1909/24

Officer: Klajdi Koci

Location: 38 Goldings Road, Loughton, IG10 2QN

Proposal: Removal of existing 3m conservatory and replacement with 3.6m single storey extension with pitched roof and skylights. Additional windows to front and side of property.

The Committee OBJECTED to this application on the grounds that the back to front sloping roof would result in leaking issues onto the neighbour's property. The window against the boundary line would not be possible/accessible and the gutter would be inaccessible for repairs.

The proposed extension would be better if it matched the neighbour's and would avoid the applicant making a costly mistake.

Application No: EPF/1923/24

Officer: Klajdi Koci

Location: 12 The Avenue, Loughton, IG10 4PT

Proposal: Demolition of existing store, shower room, rear bay window and canopy. Construction of single storey rear extension and raised patio.

The Committee had NO OBJECTION to this application.

Application No: EPF/1925/24

Officer: Klajdi Koci

Location: 3 Swiss Cottage Place, High Road, Loughton, IG10 4RG

Proposal: Proposed ground floor rear extension and former garage conversion to habitable space.

The Committee OBJECTED to the proposed extension on the grounds that the plot is too small resulting in an overdevelopment of the site and creating a loss of garden amenity for the residents of this dwelling and negatively impacting the neighbour.

Members had no objection to the proposed garage conversion.

Application No: EPF/1927/24

Officer: Alex Sadowsky

Location: 9 The Avenue, Loughton, IG10 4PT

Proposal: Alterations to front elevation, porch and covered car port, single storey side and rear extensions, loft conversion, with rear dormer assembly, and roof windows to front elevation, internal alterations.

The Committee OBJECTED to this application on the grounds that the proposed changes to the front elevation would not enhance the street scene.

The roof of the proposed entrance lobby would not marry-up well with the neighbour. There would be buildability issues resulting in rainwater discharge problems.

The extension/conversion of the attached neighbour's was in keeping with the existing dwelling, members considered it would be better to reflect that.

Application No: EPF/1931/24

Officer: Suleman Uddin

Location: 35 Broadstrood, Loughton, IG10 2SB

Proposal: Single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/1958/24

Officer: Samuel Finnis

Location: 30 St Johns Road, Loughton, IG10 1RZ

Proposal: Retrospective application for the erection of a boundary fence and replacement hedgerow.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application strongly supporting the comments of the Tree and Landscaping Officer.

The fence should be reinstated in its original position, with replanting of trees of species as per the Tree Officer's recommendation. Planting in front of the fence would have the inherent problem of rubbish accumulating below the trees. The use of gravel or shingle to cover the ground would reduce maintenance.

104.2 Deemed Permission – provided for information only:

The Committee NOTED the following applications:

Application No: EPF/1924/24

Officer: Klajdi Koci

Location: 12 The Avenue, Loughton, IG10 4PT

Proposal: Certificate of lawful development for proposed demolition of existing garage and rear dormer window. Construction of hip-to-gable roof, rear dormer and single storey side extension.

Application No: EPF/1963/24

Officer: Mohinder Bagry

Location: 9 Southernhay, Loughton, IG10 4EN

Proposal: Certificate of lawful development for proposed single storey side extension and part single, part two storey, rear extension and loft conversion with dormer roof.

Application No: EPF/1966/24

Officer: Klajdi Koci

Location: 66 Valley Hill, Loughton, IG10 3AT

Proposal: Certificate of Lawful Development for proposed single storey rear extensions and rear roof dormer extensions.

104.3 Others – provided for information only: EPF/1859/24, EPF/1934/24 and EPF/1957/24

The Committee NOTED the information received from Epping Forest District Council.

PL105 Decisions

105.1 Decisions by Epping Forest District Council

The decision notices for September 2024 were NOTED.

PL106 Licensing Applications

No licensing applications had come to the attention of Officers.

PL107 Enforcement and Compliance

107.1 Landowner prosecuted for 132 felled trees – min no PL97.1

The Committee NOTED the response received from the EFDC Tree and Landscape Officer regarding members' previous comments in respect of this matter.

Signed:

Date: 28 October 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 28 October 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy J Riley C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL108 Apologies for Absence

No apologies for absence were received for this meeting.

PL109 Declarations of Interest

The Committee declared a non-pecuniary interest in the licensing application for a street trading licence to sell artwork – High Road, Loughton IG10 1ET (near to 214 High Road), owing to comments from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association, along with further comments from Loughton Town Councillor, Cllr Wixley.

PL110 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 14 October 2024, amended from those circulated, to include the following additional paragraph (*paragraph 4*) at min no PL101.1:

“Although the proposed reconfigured garage is now no further forward than the existing garage its large wide blank gable facing the street increases the negative impact on the street scene”.

were CONFIRMED as a correct record and signed by the Chairman.

PL111 Matters for Report

111.1 Notices of Appeal

111.1.1 EPF/0971/24 – 72 The Crescent, Loughton, IG10 4PU.

Proposal: Front ground floor porch extension, side, and rear (3m) wrap around ground floor extensions, first floor flat roofed extension over part of ground floor – (Appeal Ref: APP/J1535/D/24/3352272) – Min No PL16.1 – FOR INFORMATION ONLY

The Committee NOTED the information received from Epping Forest District Council.

111.1.2 EPF/1357/24 – Birnam Lodge, Nursery Road, Loughton, IG10 4EF. Proposal: Demolition of existing dwelling and construction of replacement dwelling with basement. (Appeal ref no: APP/J1535/ W/24/3352822 – Min no PL61.1)

The Committee supported the refusal reasons of the local planning authority, Epping Forest District Council, in respect of this application which were:

“1 The proposed development would, as a result of its height, width, depth, scale, bulk, mass and positioning, create a dominant form of development on a corner plot next to Nursery Road and High View Close. The proposed development would therefore have an unacceptable visual impact and detrimental harm to the character and appearance of the area through the urbanisation of site, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) relating to good design.

2 The proposed brick wall and railings, by reason of its prominent corner location, length and height, would detrimentally impact upon the open character and appearance of the site and its surrounding area, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023), the policies of which seek to ensure, amongst other things, that new development is of a high quality design that respects the property, its setting and the character and environment of the locality”

111.1.3 EPF/0940/24 – 1 Crossfields, Loughton, IG10 3PY. Proposal: Double storey side extension, new window to rear ground floor in place of door, new doors to rear ground floor, new raised platform to rear and internal alterations – (Appeal Ref: APP/J1535/D/24/3352272) – Min No PL16.1 – FOR INFORMATION ONLY

The Committee NOTED the information received from Epping Forest District Council.

PL112 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

112.1 Application No: EPF/1955/24

Officer: Caroline Brown

Location: 34 Traps Hill, Loughton, IG10 1SZ

Proposal: Loft conversion, part over previously approved two storey extension, swimming pool enclosure, enlargement of pool changing room and garage and new access gate.

The Committee OBJECTED to this application on the grounds that the proposed access gate needed to be set back from the large hedge. The 2m tall aluminium folding gate would be detrimental to the street scene due to its height, material, style and lack of visual penetration, which would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The proposal for the pool enclosure provided insufficient information, no height of the structure had been specified for it to be properly considered and to demonstrate if it would negatively impact the amenity of neighbours. Further information for this structure should be made available.

The proposed two additional bedrooms, allowing accommodation for a greater number of residents at this dwelling, would lead to more pressure for the overstressed recreational services leading to subsequent damage to the SAC.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1965/24

Officer: Alex Sadowsky

Location: 22 Eleven Acre Rise, Loughton, IG10 1AN

Proposal: Alterations to existing property, including Upward extension to the protruding front garage; changes to doors and windows; replacement roof; minor rear extensions at ground and first floor; provision of a first floor terrace and formalisation of the existing first floor flat roof to the rear to incorporate railings.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, stating the expected stepdown would be lost, negatively impacting the street scene.

The neighbouring property, no 23, is one storey lower. The proposed balcony at first floor level would create overlooking, negatively impacting the amenity of those neighbours. The current external area around the original living room and side (adjacent to no. 23) is a roof. Once the roof becomes a terrace/balcony there would be overlooking. To limit this the proposal should include screening tight to the edge of the sliding door to protect the amenity of the neighbours. The side should not have any balustrading and should remain as roof.

Amended drawings should be submitted, with the original profile superimposed to show the increase in height from the existing, in order to ascertain the impact of the proposed new roof line.

Members also commented that no boundary treatment had been included in this proposal. It was recognized that this part of Eleven Acre Rise has an established, pleasant, open character that is essential to maintain, and any proposed boundary treatment should reflect and preserve this quality.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1984/24

Officer: Mohinder Bagry

Location: 39 Barfields, Loughton, IG10 3JH

Proposal: Proposed two storey side and part rear extension, single storey rear extension and extended front porch.

The Committee OBJECTED to this application on the grounds that the proposal would create a terracing effect, negatively impacting the street scene and setting a precedent for the neighbour to do the same.

The rear extension (against No.37) intersects with the sightline from No.37. It needs to be reduced to 3m to negate the impact on the neighbour.

The proposed balcony at first floor level was unacceptable as it would result in overlooking of the neighbour.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/1986/24

Officer: Samuel Finnis

Location: 49 Goldings Road, Loughton, IG10 2QR

Proposal: Single and two storey rear and side extensions replacing existing conservatory and garage/shed.

The Committee had NO OBJECTION to this application.

Application No: EPF/2028/24

Officer: Robin Hellier

Location: Grange Court, High Road, Loughton, IG10 4QX

Proposal: TPO/EPF/40/88 (Ref: A1)

T1 & T2: Sycamore - Crown reduce by up to 3m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

Application No: EPF/2029/24

Officer: Suleman Uddin

Location: 83 Staples Road, Loughton, IG10 1HR

Proposal: Drop kerb and raised hardstanding.

The Committee OBJECTED to this application stating insufficient information had been provided in relation to the design dimensions. The drawings failed to demonstrate the amount of access left to the front door of the dwelling, and whether the vehicle would overhang the pavement causing an obstruction for pedestrians to navigate. Members were also concerned that the proposal would create a negative impact on the street scene adjoining the Staples Road Conservation Area.

The Committee expressed concern that Parking Enforcement (NEPP) was not being implemented on vehicles overhanging the pavement, impeding/obstructing pedestrians, particularly where double yellow lines were located on roads around the town and that this should be addressed. The Planning Committee Clerk would contact NEPP regarding this issue.

Application No: EPF/2042/24

Officer: Suleman Uddin

Location: 9 Firs Drive, Loughton, IG10 2SL

Proposal: Construction of a part ground floor, part first floor rear extension (part-retrospective).

The Committee had NO OBJECTION to this application.

Application No: EPF/2061/24

Officer: Rhian Thorley

Location: 4 High Silver, Loughton, IG10 4EL

Proposal: Demolition of the rear single storey extension and erection of new 4.0m deep single storey extension /Installation of EWI system with Grey brick slips to facades.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment, stating more than 50% of the plot had already been developed.

The proposal would result in a loss of amenity for the residents of this dwelling, reducing the size of the garden to such a small space, and would set a precedent.

If the applicant agreed to reduce the depth of the extension, to match that of the neighbour (half the width of the existing house), it would be acceptable.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2065/24

Officer: Robin Hellier

Location: 7 Wallers Hoppet, Loughton, IG10 1SP

Proposal: TPO/EPF/08/91 (Ref: T10, T11)

T1: Beech - Crown reduce by up to 3m, as specified. Crown thin by up to 15%, as specified.

T2: Oak - Selective prune of damaged branch.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

112.2 Deemed Permission – provided for information only:

The Committee NOTED the following applications:

Application No: EPF/1977/24

Officer: Alex Sadowsky

Location: 182 High Road, Loughton, IG10 1DN

Proposal: Certificate of lawful development for the proposed merging of 2 no. flats to 1 no. flat.

****The Committee NOTED that there were no drawings included on the planning portal for this application to view****

Application No: EPF/2047/24

Officer: Klajdi Koci

Location: 26 Station Road, Loughton, IG10 4NX

Proposal: Certificate of lawful development for a proposed porch, rear dormer, hip to gable end and extension at roof level.

Application No: EPF/2048/24

Officer: Klajdi Koci

Location: 26 Station Road, Loughton, IG10 4NX

Proposal: Certificate of lawful development for a proposed ancillary garden structure for office and store.

Application No: EPF/2059/24

Officer: Klajdi Koci

Location: 31 The Crescent, Loughton, IG10 4PY

Proposal: Certificate of lawful development for a proposed rear dormer window in connection with a loft conversion.

- 112.3 Others – provided for information only:** EPF/1977/24, EPF/2047/24, EPF/2048/24 and EPF/2059/24
The Committee NOTED the information received from Epping Forest District Council.

PL113 Decisions

- 113.1 Decisions by Epping Forest District Council**
No decision notices have been received.

PL114 Licensing Applications

- 114.1 Application for a New Premises Licence: Merkey Limited, 202-204 High Road, Loughton, IG10 1ET**

The Committee OBJECTED to this application on the following grounds:

- 1) The prevention of crime and disorder – to prevent anti-social behaviour and
- 3) The prevention of public nuisance – by limiting the hours during which alcohol is available for sale, bearing in mind the location of this premises which has flats above, in order to protect the amenity of the residents from noise and anti-social behaviour early in the morning and late at night.

The Committee believes that the proposed hours for this application are too extensive. Members would be willing to waive their objection if the hours for the sale of alcohol at this premises were reduced to:

Monday – Saturday: 11am to 11pm
Sunday: 11am to 10pm

- 114.2 Application for Street Trading Consent to sell artwork – High Road, Loughton IG10 1ET (near to 214 High Road)**

The Committee NOTED the contents of two letters of objection.

The Committee expressed concern regarding the following ambiguities in respect of this application:

- Members believed that Loughton Town Council had assumed responsibility for a Street Market at this site. As a result of which:
- Min no EH8 - The Committee were hugely disappointed to NOTE that the Senior Assets Manager at Qualis, had now informed Loughton Town Council that the pavement area for the proposed weekly market has been adopted by ECC Highways.
- Taking the above into account, the Committee questioned whether the correct authority was considering this proposal?

If it is established that this application is being considered by the correct authority, the Committee objected to the licence including the Sunday hours of trading, as this would compromise the proposed Weekly Market at Centric Parade. However, the Committee did not object to the stall trading at the proposed hours Monday – Saturday, subject to the stall size and exact position being clarified and adhered to by the applicant, noting that currently the stall operates in various positions and of varying sizes. This needs to be regularised.

PL115 Enforcement and Compliance

No reports had been received.

Signed:

Date: 11 November 2024

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 11 November 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee S Murphy
J Riley A Fricker (as substitute for Cllr Minhas)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL116 Apologies for Absence

Apologies for absence were received from Cllrs Minhas and Ubah. The Planning Committee Clerk reported that Cllr Fricker had been nominated as substitute for Cllr Minhas for this meeting.

PL117 Declarations of Interest

No declarations of interest were made for this meeting.

PL118 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 28 October 2024 amended from those circulated to read at min no PL114.1, penultimate line: "Monday – Saturday: 11am to 11pm", rather than "8am to 11pm" were CONFIRMED as a correct record and signed by the Chairman.

PL119 Matters for Report

119.1 Notices of Appeal

119.1.1 EPF/1515/24 – 24 Church Lane, Loughton, IG10 1PD.

Proposal: New boundary gates – (Appeal Ref: APP/J1535/D/24/ 3353814) – Min No PL61.1

The Committee NOTED the information received from Epping Forest District Council.

PL120 Estimates and Budgets 2025/26

The Estimates for 2025/26 as presented in the Agenda were AGREED.

PL121 Guidance on the Licensing Act 2003

The Committee NOTED the information received from Epping Forest District Council Licensing Department.

PL122 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

122.1 Application No: EPF/2082/24

Officer: Mohinder Bagry

Location: 62 Forest Road, Loughton, IG10 1EQ

Proposal: Ground Floor Rear Extension with two sky lights. Ensuite at First Floor passing 45 degree rule.

The Committee had NO OBJECTION to this application. However, members expressed concern for the non-compliance of building regulations and potential damage to the neighbour's property, drawing the Planning Officer's attention to the following:

- New side window not permitted on the boundary of the adjoining property.
- Boiler flue and kitchen extract cannot discharge onto the adjoining land.
- Party wall outside the modified rear extension to remain and make weather tight etc.
- First floor bathroom roof has to be at a lower level to avoid clash with the gutter. The headroom as currently drawn is 2.1m. Lowering the roof will give less than 2m.
- Also note the bathroom window clashes with the shower.

Application No: EPF/2088/24

Officer: Samuel Finnis

Location: 47 Hillcrest Road, Loughton, IG10 4QH

Proposal: Variation of condition 2 'Plan no's' on planning permission EPF/0197/24 (Demolition of existing dwelling and construction of chalet style property).

The Committee OBJECTED to this application, on the grounds that the proposed outbuilding was too high and would set a precedent. It was 0.7m above the typical 1.8m (6ft) tall fence. Its internal headroom should be reduced from 3.0m to 2.4m. This would not affect the daylight into the space as it was fully glazed on two sides. The resulting external height above the ground level would be 1.9m.

Members also believed the garden at this site was fairly small and this addition would cause a loss of amenity to the residents of this dwelling.

However, the Committee would consider waiving its objection if the applicant was willing to reduce the height of the outbuilding as stated above.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2089/24

Officer: Samuel Finnis

Location: 47 Hillcrest Road, Loughton, IG10 4QH

Proposal: Application for variation of condition 2 'Plan No' on planning permission EPF/0197/24 (Demolition of existing dwelling and construction of chalet style property)

The Committee had NO OBJECTION to the proposed amendments for this application.

However, the Committee requested that if the local planning authority was minded to approve this application that a condition for planting of mixed native species be included to soften the street scene from the proposed gates and fencing, on what was currently an open aspect.

Application No: EPF/2096/24

Officer: Samuel Finnis

Location: 25 Priory Road, Loughton, IG10 1AF

Proposal: Single storey side and rear extensions, and front porch.

The Committee OBJECTED to this application stating this property was located in a characterful part of Priory Road. The mock Tudor feature on the front and side should be retained to preserve the symmetry of this semi-detached, its removal would create a negative impact resulting in a loss of character to the street scene.

The canopy on brackets should be retained (or replaced with similar) to allow the rainwater pipe from the main roof to pass. The brick porch structure poses a security risk (concealed spaces), but it is also alien to the street scene.

The proposed rear extension with its vertical blank wall being visible from the front aspect would create a negative impact on the street scene. The proposal is therefore contrary to policies DM9 of the Epping Forest District Local Plan 2011-2033 (2023),

Members also expressed concern that this property only had one dropped kerb, but the owners appeared to be using both sides of the pavement to access the drive. The Committee would not support an extension or addition to the dropped kerb at this site as this would result in yet another loss of an on-street parking space in an area already suffering from severe parking stress.

Application No: EPF/2102/24

Officer: Robin Hellier

Location: 43 York Hill, Loughton, IG10 1HZ

Proposal: TPO/EPF/03/87 (Ref: T7 & T8)

T2 & T3: Western Red Cedar - Crown reduce height by up to 2m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

Application No: EPF/2105/24

Officer: Rhian Thorley

Location: 10 Sparelease Hill, Loughton, IG10 1BT

Proposal: Prior approval for the formation of a first floor utilising the same design as the original house. The proposed upward extension will be formed on the principal part of the dwelling finished in facing brick to match the existing property. The upward extension maintains the same fenestration detailing as the original property as well as the same profile as the original roof form.

The Committee OBJECTED to this application, stating it would be detrimental to the street scene and failed to address the original refusal reasons of the local planning authority, which were strongly supported by this Committee, particularly regarding the loss of this bungalow.

Members remarked that no street scene drawing had been provided, allowing a proposed height comparison to the neighbouring bungalow.

The Committee would consider waiving its objection if the proposal retained the existing main profile and included larger dormers to the front first floor elevation, echoing the existing roof design to the ground floor window and garage, thus maintaining the character of this property. This would create extra accommodation for the applicant, although less than the six bedrooms applied for in this proposal.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2134/24

Officer: Klajdi Koci

Location: 217 High Road, Loughton, IG10 1BB

Proposal: New shopfront and Installation of ATM.

The Committee had NO OBJECTION to this application.

Application No: EPF/2135/24

Officer: Klajdi Koci

Location: 217 High Road, Loughton, IG10 1BB

Proposal: Illuminate signage of ATM.

The Committee had NO OBJECTION to this application.

Application No: EPF/2161/24

Officer: Mohinder Bagry

Location: 18B York House, York Hill, Loughton, IG10 1RL

Proposal: Ground floor side extension.

The Committee OBJECTED to this application on the grounds that the proposal was garden grabbing and would create a negative impact on the York Hill Conservation Area. The proposal does not improve upon the previous planning application, EPF/0635/25, and the Committee reiterated its previous comments, in respect of that proposal (min no PL16.1), which were:

The Committee OBJECTED to this application on the grounds that it was overbearing, building up to the boundary and too close to the trees.

However, members stated that they would waive their objection if the applicant agreed to step back slightly from the boundary and trees. This would avoid brick matching problems, as indicative on the extension on the other side. Also, it was requested that Permitted Development rights are conditioned to be removed by the local planning authority, if minded to approve, as the residents' amenity space was now so limited.

122.2 Deemed Permission – provided for information only:

The Committee NOTED the following applications:

Application No: EPF/2126/24

Officer: Klajdi Koci

Location: 21 Tycehurst Hill, Loughton, IG10 1BX

Proposal: Certificate of lawful development for a proposed hip to gable roof extension, rear dormer and front roof lights in connection with a loft conversion.

Application No: EPF/2152/24

Officer: Suleman Uddin

Location: 13 Colson Path, Loughton, IG10 3QZ

Proposal: Certificate of lawful development for a proposed single storey rear extension.

- 122.3 Others – provided for information only:** EPF/2158/24 and EPF/2172/24
The Committee NOTED the information received from Epping Forest District Council.

PL123 Decisions

123.1 Decisions by Epping Forest District Council

No decision notices have been received.

PL124 Licensing Applications

No licensing applications had come to the attention of officers.

PL125 Enforcement and Compliance

No reports had been received.

Signed:

Date: 25 November 2024

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 25 November 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee J Riley
C Ubah I Allgood (as substitute for Cllr Minhas)
D Wixley (as substitute for Cllr Murphy)

Also present: Cllr R Brookes (from min no PL129.1, leaving during min no PL133.2)

Officers: Debra Paris (Planning Committee Clerk)

12 members of the public.

The Committee AGREED to bring forward, after agenda item 3, Confirmation of Minutes, planning application EPF/2294/24 – Land and Garages at Avondale Close, as members of the public present at the meeting had an interest in this proposal.

PL126 Apologies for Absence

Apologies for absence were received from Cllrs Minhas and Murphy. The Planning Committee Clerk reported that Cllrs Allgood and Wixley had been nominated as their respective substitutes for this meeting.

PL127 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications: EPF/0757/24 – Debden Hall, EPF/2294/24 – Land and Garages at North Side of Avondale Close, EPF/2004 – 10 Colson Path and EPF/2235/24 – 35 Broadstroad, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Wixley declared a non-pecuniary interest in planning application EPF/1456/24 – Land And Garages On The North Side Of, Avondale Close, IG10 3DH being one of the Ward Councillors for this site, Whitebridge Ward, and having previously been consulted by residents regarding this matter.

PL128 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 11 November 2024 were CONFIRMED as a correct record and signed by the Chairman.

Cllr Brookes arrived during the following item.

PL129 Planning Applications

The following planning application was CONSIDERED, and the plans inspected.

129.1 Full Planning Permission:

Application No: EPF/2294/24

Officer: Yee Cheung

Location: Land And Garages On The North Side Of, Avondale Close, Loughton, IG10 3DH

Proposal: Erection of two proposed dwellings.

The Committee NOTED the contents of two letters of objection.

A member of the public with an interest in this application addressed the meeting.

The Committee OBJECTED to this application on the following grounds:

This new application fails to address the local planning authority's refusal reasons for the previous application at this site, EPF/1456/24 for the erection of proposed new flats, which this Committee strongly support.

This new proposal has an almost identical footprint to the previously refused proposal. The height, bulk, mass and positioning would result in a dominant, incongruous and cramped form of development, resulting in a detrimental impact to the character and appearance of the site, street scene and surrounding area. Contrary to Policy DM9 of the adopted Epping Forest District Council Local Plan (2023) and Government guidance contained within the National Planning Policy Framework (2023) relating to well-designed and beautiful places.

The bulk, mass, height and depth of the proposed development would have an overbearing impact resulting in an unneighbourly form of development, particularly in relation to the neighbouring site to the south, No. 6 and No. 7 Avondale Close. This would further create an impact on amenity of adjoining residential properties by reasons of overlooking and loss of privacy, specifically to existing occupiers fronting onto Elmhurst Way and Avondale Drive, again Contrary to Policy DM9 of the adopted Epping Forest District Council Local Plan (2023).

The proposed gable roof facing Avondale Close should be reduced by remodelling with a hipped roof which would reduce the canyon effect next to 6 and 7 Avondale Close and allow more light to the existing side windows of 6 and 7 Avondale Close.

The garden area for the proposed properties is insufficient in relation to their size and would result in a lack of amenity space for the residents.

The heat pumps at the front are unsightly and would generate nuisance noise. They should be located in positions as not to cause noise and visual nuisance to adjoining neighbours.

The application site is located in Flood Zone 2 which has a medium probability of flooding, with residents of surrounding roads having experienced flooding of their gardens on a number of occasions in recent years. The application fails to address this issue, with no Flood Risk Assessment being provided. Contrary to Policy DM15 of the adopted Epping Forest District Council Local Plan (2023), Government guidance and advice contained in the National Planning Policy Framework (2023) and the National Planning Practice Guidance.

The application fails to address the recreational pressures and atmospheric pollution the development would create resulting in an adverse impact on the Epping Forest Special Area of Conservation (EFSAC) contrary to Policy DM2 of the Epping Forest District Local Plan 2011-2033 and the

Conservation of Habitats and Species Regulations 2017 (as amended) (Habitats Regulations).

Cllr Wixley, a Ward Councillor for Whitebridge Ward, confirmed his intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Cllr Brookes, a Ward Councillor for Whitebridge Ward and a District Councillor for Buckhurst Hill East & Whitebridge Ward, confirmed that she is applying for this planning application to be called in and for a site visit to determine this application.

PL130 Matters for Report

130.1 Licensing Application

130.1.1 Merkay Limited, 202-204 High Road, Loughton, IG10 1ET – Min no PL114.1

The Committee NOTED the information received from Epping Forest District Licensing Authority regarding this application and RATIFIED the Chairman's confirmation to therefore waive its objection to this application.

PL131 Loughton Building Design Award 2025

The Committee NOTED the information regarding the launch of this competition.

PL132 Tree Preservation Orders

132.1 TPO/EPF/19/24 – At: 25 Upper Park, Loughton, Essex IG10 4EY

The Committee NOTED the information received from Epping Forest District Council.

Cllr Davies noted the following wording contained in the order "*on the grounds that the tree(s) concerned is/are of public amenity value*" and queried why street trees were not held in the same regard, having recently reported a few instances of random unauthorised works to various street trees with no response. Cllr Wixley requested that she send him the relevant information, stating he would raise these issues at a Tree Wardens meeting he was attending on Wednesday, that hopefully they could address.

Cllr Riley commented that he was aware of several trees around the Upper Park area having recent works undertaken, and he believed this tree may have been one of them. He would be following this up and report back if necessary.

132.2 TPO/EPF/20/24 – At: Oak Tree Cottage, 31 Goldings Hill, Loughton, Essex IG10 2RY

The Committee NOTED the information received from Epping Forest District Council.

PL133 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

133.1 Full Planning Permission:

Application No: EPF/0757/24

Officer: Yee Cheung

Location: Debden Hall / New Oak Lane, England's Lane, Loughton , IG10 2NZ

Proposal: The erection of a dwellinghouse and associated works to provide access, parking, and landscaping. Refurbishment and repair of Grade II listed gates and piers.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that this proposal appeared to be the same as previous application, EPF/2216/22, which was refused by the local planning authority. The refusal reason for that application was strongly supported by the Committee and members considered that this new application failed to address that reason.

Members commented that the proposal was too high, and the top floor should be removed.

The Committee strongly supported the holding objection of the Tree and Landscaping Officer regarding this application, particularly with regard to the recent prosecution of the applicant regarding the illegal felling of 132 TPO'd trees at this Green Belt site. The result of that action would make this application far more visible in the surrounding area.

The Committee reiterated its previous comments, in respect of planning application, EPF/2216/22, min no PL292.1, which were:

“The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application reiterating its previous comments in respect of planning application EPF/2969/15, which were:

“The Committee OBJECTED to this application which was considered inappropriate development of green belt land contrary to National Planning Policies and Policy SP5 of Epping Forest District Council’s Draft Local Plan (1998) & Alterations (2006).

Furthermore, it was considered the proposal would impact on and irrevocably disturb the existing fauna and flora in this rural enclave, and also be detrimental to the properties bordering the site and the surrounding neighbourhood.”

Members expressed disappointment that planning permission was granted for a dwelling on this site within the protected Green Belt. However, the previous consent was for a passable copy of an 1820’s house, similar to what had been there before and maintaining the heritage value.

This proposal was for a larger dwelling, of poor design, bearing no resemblance to the historic past. The proposed design was too large, and the top floor would be visible, particularly in the winter and evenings when the large, glazed areas were illuminated.

This site has been regarded as and grown as it were forest for many decades. Any development on this site should therefore not be visible from the highway at any time of year. The original dense tree cover should be maintained to screen the building and its light pollution from the highway and surrounding forested areas.

Further, Natural England and Loughton Town Council have both advised in their main modifications responses to the Inspector (autumn 2021) that the

*LPSV cannot yet be considered justified, effective or consistent with national policy in relation to detriment to the SAC. Therefore, we **object to this application** because of the urbanisation effect, burden on recreational pressure, and damage to air quality in the SAC that the application, alone or with other projects, will engender.”*

Members further confirmed their support for a condition proposed in previous approved planning application for this site, EPF/2969/15 to “hand over 1.38 Hectares of land to Epping Forest Countrycare for it to be made public land”, and also requested the preservation of the ancient mound at this site.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

133.2 Householder Planning Permission:

Application No: EPF/2031/24

Officer: Samuel Finnis

Location: 101 Grosvenor Drive, Loughton, IG10 2LA

Proposal: Proposed 2 storey side extension with single storey rear extension.

The Committee OBJECTED to this application, reiterating its previous comments and supporting the refusal reason of the local planning authority to previous application, EPF/0484/24, that “*the proposal would result in a terracing effect with the adjacent dwelling due to its proximity to the shared boundary, resulting in a harmful impact to the character and appearance of the street scene, contrary to Policy DM9 of the Epping Forest District Local Plan 2011 2033 (2023), and the NPPF*”.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2094/24

Officer: Samuel Finnis

Location: 10 Colson Path, Loughton, IG10 3QZ

Proposal: Double storey side extension and ground floor rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the rear dormer, due to its bulk and height was detrimental to the townscape of this part of Colson Path. It should not go above the existing ridgeline. Members noted the drawing for the “Proposed rear” incorrectly showed the roof level for number 8 at the same level as the new dormer for number 10.

Members considered this proposal would remove the break in the existing terrace and create one long terracing effect, negatively impacting the street scene.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2117/24

Officer: Suleman Uddin

Location: 3 Highland Avenue, Loughton, IG10 3AJ

Proposal: 6m ground floor rear extension and L shape first floor rear extension.

The Committee OBJECTED to this application stating it was of a low quality design, the aesthetics of the enclosed/solid entrance lobby, shown on the proposed ground floor plan, but not on the proposed front elevation, would block the view from the bay window and would be detrimental to the street scene.

The rear extension was too long, it would be preferable if it were 1m shorter. The small bedroom had a very poor view out. The window faced a blank wall 3m away.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2146/24

Officer: Rhian Thorley

Location: 81 Oakwood Hill, Loughton, IG10 3EP

Proposal: Erection of a single storey wraparound extension.

The Committee OBJECTED to this application on the basis that the extension severely intersects the 45 degree sightline from the neighbour's window, creating a negative impact on the neighbour's amenity. The extension abutting the boundary should not exceed 3m long overall (as allowed under permitted development).

Members NOTED that there was no evidence to support notification had been sent to neighbours by the local planning authority for this application .

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2219/24

Officer: Mohinder Bagry

Location: 18 Baldwins Hill, Loughton, IG10 1SD

Proposal: Small side extension to the front door to create a covered porch / entrance lobby.

The Committee had NO OBJECTION to this application.

Cllr Brookes left the meeting during the following item.

Application No: EPF/2235/24

Officer: Suleman Uddin

Location: 35 Broadstrood, Loughton, IG10 2SB

Proposal: Proposed porch.

The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to this application.

Application No: EPF/2236/24

Officer: Samuel Finnis

Location: 44 Englands Lane, Loughton, IG10 2QQ

Proposal: Proposed single storey side extension, and part single storey and part double storey rear extension.

The Committee OBJECTED to this application on the grounds that the rear corner adjoining no.42 intersects the 45 degree sightline. No.42 would be squashed between no.40 and no.44, creating a tunnelling effect and resulting in a negative impact on the amenity of the residents of no.42. The side extension should be set back to be subservient to the original main house.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2242/24

Officer: Mohinder Bagry

Location: 46 Upper Park, Loughton, IG10 4EQ

Proposal: Proposed loft conversion including raising of ridge with front and rear dormers and Juliet balcony.

The Committee OBJECTED to this application on the grounds that the proposal was overbearing, incongruous and the raising of the ridge height would result in a negative impact on the street scene. Contrary to Policy DM9 of the Epping Forest District Local Plan 2011 2033 (2023), and the NPPF.

Members considered the proposed fenestration to the rear elevation would negatively impact the neighbour's amenity caused by overlooking and loss of privacy.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

133.3 Consent Under Tree Preservation Orders:

Application No: EPF/2182/24

Officer: Robin Hellier

Location: Great Cedar, Pollards Close, Loughton, IG10 4RF

Proposal: TPO/EPF/07/79 (Ref: T48)

T1: Cedar - Reduce lateral stems extending in a southerly direction toward roofline of 'Elgar Place' back to previous pruning points, up to 1.5m in length, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Application No: EPF/2214/24

Officer: Robin Hellier

Location: High Elms 1 Nafferton Rise, Loughton, IG10 1UB

Proposal: TPO/EPF/16/87 (Ref: T4 & T6)

T1: Yew - Selective prune of lower right hand branch away from house, as specified.

T2: Pine - Crown reduce by up to 1m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Application No: EPF/2286/24

Officer: Robin Hellier

Location: Land adjacent to Borders Crescent, Borders Lane, Loughton IG10 3SE - The Campus Development

Proposal: TPO/EPF/09/08 (Ref: A6)

T15: Oak - Crown lift by up to 4.4m from ground, as specified.

T24: Oak - Pollard, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

133.4 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/2178/24

Officer: Klajdi Koci

Location: 48 Bushfields, Loughton, IG10 3JP

Proposal: Certificate of lawful development for a proposed hip to gable roof extension and rear dormer in connection with a loft conversion.

Application No: EPF/2198/24

Officer: Sukhvinder Dhadwar

Location: 69 Church Hill, Loughton, IG10 1QP

Proposal: Application for approval of details reserved by condition 3'Contamination', condition 4'Surface Water Disposal', 8 'External Finishes', condition 9 'Boundary Treatments', condition 10'EVCP', condition 14'Ecological Value' and condition 20 ' Construction Method Statement' on planning permission EPF/1014/24 (4no 3 bedroom houses in total, in a terrace configuration).

Application No: EPF/2203/24

Officer: Suleman Uddin

Location: 3 Highland Avenue, Loughton, IG10 3AJ

Proposal: Certificate of Lawful Development for proposed loft conversion, outbuilding and porch.

Application No: EPF/2217/24

Officer: James Rogers

Location: 14 Borders Lane, Loughton, IG10 3QU

Proposal: Prior approval for a 4.50m deep single storey rear extension with mono-pitch lean-to tiled roof, height to eaves 2.40m and maximum height 3.75m.

Application No: EPF/2218/24

Officer: Klajdi Koci

Location: 29 Harwater Drive, Loughton, IG10 1LP

Proposal: Certificate of lawful development for a proposed single storey side extension.

Application No: EPF/2246/24

Officer: Muhammad Rahman

Location: Land at, Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 8 'Electric Vehicle Charging', condition 9 'Landscaping', condition 10 'External Material' and condition 11 'Biodiversity Enhancement Scheme' on planning permission EPF/0035/24 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

The Committee AGREED to extend Standing Order 3ff until 9.30pm.

PL134 Decisions

134.1 Decisions by Epping Forest District Council

The decision notices for October 2024 were NOTED by the Committee.

Cllr Wixley queried the recorded decision for planning application, EPF/1482/24 – Mulberry, Woodbury Hill: Split Decision.

The Planning Committee Clerk confirmed that she would look into this decision and advise members accordingly.

PL135 Licensing Applications

No licensing applications had come to the attention of officers.

PL136 Enforcement and Compliance

No reports had been received.

Signed:

Date: 9 December 2024

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 9 December 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy J Riley C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL137 Apologies for Absence

No apologies for absence were received for this meeting.

PL138 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/2355/24 – 32 Sedley Rise and EPF/2388/24 – New Oak Lodge, Englands Lane, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL139 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 25 November 2024, amended from those circulated to read at Min no PL129.1: planning application EPF/2294/24 – Land And Garages On The North Side of Avondale Close, paragraph 6 (amendment in bold italics):

*“The bulk, mass, height and depth of the proposed development would have an overbearing impact resulting in an unneighbourly form of development, particularly in relation to the neighbouring site to the south, No. 6 and No. 7 Avondale Close. This would further create an impact on amenity of adjoining residential properties by reasons of overlooking and loss of privacy, specifically to existing occupiers fronting onto Elmhurst Way **and Avondale Drive**, again Contrary to Policy DM9 of the adopted Epping Forest District Council Local Plan (2023).”*

were CONFIRMED as a correct record and signed by the Chairman.

PL140 Matters for Report

140.1 Tree Preservation Order

140.1.1 TPO/EPF/19/24 – At: 25 Upper Park, Loughton, IG10 4EY – Min no PL132.1

Following notification of the above order at the previous meeting, Cllr Riley reported that he had observed this tree had undergone substantial pruning, but was unaware if the works had been carried out before the order was in place.

The Planning Committee Clerk would advise Epping Forest District Council Tree Officers of this.

140.1.2 Notice of Appeal

140.1.2 EPF/0921/24 – 14 Tycehurst Hill, Loughton, IG10 1BU.

Proposal: Retention of dwelling as substantially reconstructed and extended. (Appeal ref no: APP/J1535/W/24/3355254 – Min no PL15.2.1)

The Committee had nothing further to add regarding this appeal. Members reiterated their previous comments in respect of this application, which were:

“The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds, that having stated in the original application approved by inspector on appeal, that the application was for part demolition only, the applicant had failed to supply a carbon assessment and justification for the demolition of the original dwelling in this new application – even if full demolition was “not intended”.

If full planning guidance was not complied with for this application, it would set a dangerous precedent.”

Members stated that the applicant should be forced to comply with the Planning Inspector’s original conditions, in particular relating to the materials.”

140.1.3 Planning Decision: Planning Application EPF/1482/24 – October 2024 Decision List – Min no PL134.1

The Committee NOTED the clarification of this planning decision.

PL141 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

141.1 Full Planning Permission:

The Committee NOTED that no applications had been submitted under this heading.

141.2 Householder Planning Permission:

Application No: EPF/2277/24

Officer: Rhian Thorley

Location: 7 Forest View Road, Loughton, IG10 4DX

Proposal: Erection of part single storey, part two storey rear extension, single storey front extension, infill of car port area and formation of crown roof to existing first floor side extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/2278/24

Officer: Klajdi Koci

Location: Twoony Mead, Nursery Road, Loughton, IG10 4EF

Proposal: Front Boundary Walls and Gates.

Members noted that several examples had been submitted with this application showing boundary walls and gates to attempt to legitimise this proposal, for which evidence could only be found on EFDCs planning portal that two of these examples (Beechwood House, Albion Hill, which has lower walls and railings accompanied by a mass of soft landscaping; and for 22 Albion Hill) had been granted planning approval for boundary treatments.

No evidence could be found for the neighbouring property cited, 'Hatchwood House', having been granted permission for its boundary treatment.

****Members expressed particular concern about the example at 44 Upper Park, for which no planning permission could be found, and drew this item to the attention of the Planning Officer to investigate.****

The Committee noted that many of the examples provided were not on roads of similar character, facing the forest, as Nursery Road does, which is of great importance regarding this planning application. The local plan states that biodiversity for new developments should be enhanced not destroyed, as would be the case if this application was approved.

Members requested that the application be resubmitted with a replanting scheme and biodiversity report included.

The Committee **OBJECTED** to this application reiterating its previous comments for this site, planning application EPF/0535/24, (min no PL620.1) which were:

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it did not enhance the street scene and failed to support the Local Plan biodiversity objectives, namely:

“to ensure that the design, density, layout and landscaping of new development is sensitive to the character of the surrounding area, is of a high quality, incorporates green and blue infrastructure, protects and enhances biodiversity to deliver a net gain where appropriate”.

The loss of too many trees and shrubs from this property, being so close to the Forest, completely disregards this policy. The proposal in planning application EPF/2028/23, to plant two silver birch and a hawthorn tree, none of them mature trees, was deemed insufficient.

Members reiterated its previous comment that this site only has one existing access point, not two, as incorrectly stated in this application.

The Committee supported the comments of the LRAPG in respect of this proposal, which were:

“At nearly 6ft the boundary treatment by reason of its solid appearance is too high and impacts on the openness of this part of Nursery Road. The walls and gates should be lower or redesigned to be open railings such as the example the applicant cites at Hatchwood House. If the occupants want privacy, they can use open railings and plant behind them, as at Crosstrees and Wenlin, which are also shown as examples.”

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2307/24

Officer: Caroline Brown

Location: 42 The Avenue, Loughton, IG10 4PX

Proposal: Demolition of existing two storey extension and construction of new two storey rear extension; addition of entrance canopy to front elevation.

The Committee had NO OBJECTION to this application.

Application No: EPF/2324/24

Officer: Rhian Thorley

Location: 8 Kings Green, Loughton, IG10 1RJ

The Committee OBJECTED to this application on the following grounds:

- The rear extension overlaps the 45 degree line from the neighbour's window at no.7, negatively impacting the amenity of those neighbours. Hence the rear extension should not exceed 3m from the rear wall.
- The first floor window on the street elevation is a sash window and should remain so to maintain the character of the terrace.
- The small mono pitched roof looks out of place and protrudes above the parapet of no.14. The result is a sore thumb which can be seen from the street. It would be better to have a brick-on-edge and clay tile parapet which would be more sympathetic to the style of the existing building.
- Although the parapet of no.14 (Cosmetic skin surgery) appears to have been drawn incorrectly the front wall of the side extension must remain as 1m setback from the main facade. This is to ensure that the side front wall position remains subservient relative to the main front elevation of no.8 rather than the wall of no.14.
- The side extension should have its own independent parapet (as not to use no.14's parapet). The parapet(s) should be along the edges to prevent water discharging onto the neighbouring properties.
- The proposal would dominate the street scene creating a negative impact on its character. These cottages are intrinsic to the character of the Green, which includes the War Memorial and bounds the Conservation Area of York Hill. The proposal would therefore be contrary to Policy DM9 of the adopted Epping Forest District Council Local Plan (2023).

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2355/24

Officer: Samuel Finnis

Location: 32 Sedley Rise, Loughton, IG10 1LT

Proposal: 2 storey rear and single storey side and front extension and loft extension with new end gable.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the proposed loss of the catslide to the front elevation would negatively impact the character, and the increase in height would be detrimental to the street scene, particularly as no.32 was already higher than no.30.

The rear extensions by reason of their bulk and detailed design including render finish rather than brick, and the unsympathetic design of the proposed ground floor extension would be out of character with this part of Sedley Rise. The rear balconies would create overlooking of the neighbours causing a loss of privacy for those residents.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

141.3 Listed Building Consent:

Application No: EPF/2338/24

Officer: Frederique Caillat

Location: New Oak Lodge, England's Lane, Loughton , IG10 2NZ

Proposal: Grade II Listed building application for proposed fence to match existing gate.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that the drawings submitted did not relate to this proposal. This application should only include the 3 drawings as specifically mentioned in the covering letter. i.e. 22149-0306 Rev P-05 (the gate and railing detail), location and site plans.

Members noted that the gates on the landscaping drawings are superseded. Therefore all other drawings should be removed from this application to avoid the overload of irrelevant information and the risk of stealth approval for other matters. The covering letter should be specific to the gate and fencing and not the landscaping etc. and therefore should be amended.

The description of “native hedgerow” should be added to the drawing. Due the importance of the street scene the bin store should be included in this application. A full design integrated with the fencing should be included in the resubmission.

The Committee supported the request by the EFDC Tree and Landscaping Officer for a tree report to be submitted in support of this application and for it to include information on the protection of the existing and new trees.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

141.4 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/2313/24

Officer: Klajdi Koci

Location: Goldings Mansion, 12 Stanmore Way, Loughton, IG10 2SA

Proposal: The proposed new reduced height would address the reasons for refusal under EPF/1849/24.

Application No: EPF/2353/24

Officer: Rhian Thorley

Location: 22 Crossfields, Loughton, IG10 3PY

Proposal: Certificate of lawful development for a proposed outbuilding.

** The Committee NOTED this application related to a proposed garage and room of a height of 4m. Members therefore believe that this exceeded the height limit for Permitted Development rights for an outbuilding which should not exceed 2.5m and requested that a full planning application be submitted for this application.

Members requested that should the local planning authority be minded to approve this application that a condition be imposed for the outbuilding to remain ancillary to the main dwelling.**

Application No: EPF/2356/24

Officer: Suleman Uddin

Location: 152 River Way, Loughton, IG10 3LL

Proposal: Certificate of lawful development for a proposed 3 metre single storey rear extension.

PL142 Decisions

142.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL143 Licensing Applications

No licensing applications had come to the attention of officers.

PL144 Enforcement and Compliance

No reports had been received.

Signed:

Date: 23 December 2024

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 23 December 2024 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
J Riley C Ubah
S Harriman (as substitute for Cllr Murphy)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL145 Apologies for Absence

Apologies for absence were received from Cllr Murphy. The Planning Committee Clerk reported that Cllr Harriman had been nominated as her substitute for this meeting.

PL146 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/2399/24 – 94 York Hill; EPF/2402/24 – 8 Barfields Path; and EPF/2428/24 – 17 Leaden Close, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Riley declared a non-pecuniary interest in planning application EPF/2447/24 – 5 Warren Hill, as he knows the applicant. He would therefore not comment on this proposal.

PL147 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 9 December were CONFIRMED as a correct record and signed by the Chairman.

PL148 Matters for Report

148.1 TPO/EPF/19/24 – At: 25 Upper Park, Loughton, IG10 4EY – Min no PL140.1

The Planning Committee Clerk reported that the Epping Forest District Council Tree and Landscaping Officers confirmed that they had been aware of the recent hard reduction to this tree, just prior to the above order being made, but thanked the Committee for drawing the recent works to their attention.

PL149 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

149.1 Full Planning Permission:

Application No: EPF/2318/24

Officer: Yee Cheung

Location: Davenant Foundation School, Chester Road, Loughton, IG10 2LD

Proposal: Demolish existing sixth form and library block and replace with new partial two storey sixth form including library and SEN classrooms.

In principle, the Committee had no objection to this proposal. However, the Committee OBJECTED to this application supporting the comments of the Tree and Landscaping Officer and of Natural England, that insufficient reports / information had been provided regarding “*retaining and where possible enhancing existing green and blue infrastructure assets, including trees, hedgerows, woods and meadows*”; and a *Habitat Regulations Assessment (HRA)* as the application could have potential significant effects on the Epping Forest Special Area of Conservation (SAC) and Site of Special Scientific Interest (SSSI).

Application No: EPF/2364/24

Officer: Yee Cheung

Location: 52 Traps Hill, Loughton, IG10 1TD

Proposal: Redevelopment of existing garden to provide 2 no. additional dwellings.

The Committee OBJECTED to this application on the grounds that further information was required for a Habitat Regulation Assessment and biodiversity report for this site, being so close to the Forest, which could have potential significant effects on the Epping Forest Special Area of Conservation (SAC). Members noted that the submitted plans failed to show the hedgerows at this site.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2468/24

Officer: Muhammad Rahman

Location: 26 Ladyfields, Loughton, IG10 3RP

Proposal: Erection of new one bedroom, two person, two storey self-build dwelling attached to the existing house.

The Committee OBJECTED to this application stating it was an overdevelopment of the site. The site could suitably accommodate an extension to the existing dwelling, but not a whole new property.

The proposal extended beyond the existing building line and provided no amenity space. It would create a negative impact on the neighbour's amenity at no.9 Colson Road. It would also create a terracing effect resulting in a negative impact to the street scene, setting a dangerous precedent.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

149.2 Householder Planning Permission:

Application No: EPF/2219/24

Officer: Mohinder Bagry

Location: 18 Baldwins Hill, Loughton, IG10 1SD

Proposal: Small side extension to the front door to create a covered porch / entrance lobby.

The Committee NOTED it had previously considered this application at its meeting on 25 November 2024 – min no PL133.2, and that the application had now been approved by the local planning authority.

Application No: EPF/2315/24

Officer: Samuel Finnis

Location: 6 Audley Gardens, Loughton, IG10 2EL

Proposal: First floor side extension.

The Committee OBJECTED to this application stating that the current side extension already negatively impacted on the separation of the terraces. The full two-storey extension would create a further detrimental impact on the street scene, setting a dangerous precedent. Contrary to Policy DM9 of the Epping Forest District Local Plan 2011 2033 (2023), and the NPPF.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2399/24

Officer: Kelly Sweeney

Location: 94 York Hill, Loughton, IG10 1JA

Proposal: Removal of rear additions & conservatory & replace with staggered two storey gable ended rear extension. Demolish & rebuild garage in same style as existing but with traditional doors, pitched roof & low profile roof lights.

The Committee NOTED the contents of two letters of objection.

The Committee OBJECTED to this application. The rear extensions were too large, the extra bulk dominating the dwelling, whereas they should be subservient to the main dwelling.

The applicant has tried to address the overlooking by specifying obscured glazing. Building Regulations require fenestration at less than 1m from the boundary to be fixed (non-openable) fire resistant glazing. Ventilation would have to be provided by the existing small window. Although there are trees along the boundary, due to the topography the window can be seen below the canopy of the trees. The neighbour's amenity would still be negatively impacted through loss of privacy - body silhouettes would still be visible. The window would not let in sufficient light (due to the trees) nor have a view out, therefore, the applicant should retain the existing window looking into the rear.

The proposed ground floor is cutting into the slope. Very little is left of the patio, accessible only through the French doors. As the proposed rear is butting the higher ground the windows nearer to 96-98 do not have good aspects and would result in a gloomy interior.

The proposed rear elevation suggests level changes but there are no landscaping drawings indicating the extent and levels of the changes. The first floor bathrooms at the rear should be smaller. With the retention of the existing rear bedroom the first floor rear could be simplified and be more in keeping with the existing. The proposed ground floor could also be simplified. Together with sensible level changes and keeping the retaining walls away from the building a usable patio could be provided.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2402/24

Officer: Sukhvinder Dhadwar

Location: 8 Barfields Path, Loughton, IG10 3JJ

Proposal: Proposed side and rear extensions.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the two-storey side extension up to the boundary would set a dangerous precedent, changing the street scene from a semi to a terrace. Contrary to Policy DM9 of the Epping Forest District Local Plan 2011 2033 (2023), and the NPPF.

The ground floor rear extension is 3.5m deep and is intersecting the 45 degree line from the neighbour's fenestration, negatively impacting the neighbour's amenity. It should be shortened to 3m. The new front door should be wider as there is too much blank wall.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2428/24

Officer: Klajdi Koci

Location: 17 Leaden Close, Loughton, IG10 3FF

Proposal: Proposed alterations to existing vehicle canopy to create garage.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, reiterating its previous comments – Min no PL552.1, in respect of planning application, EPF/2510/23, which were:

The Committee OBJECTED to this application. Members considered dwellings on this housing development had been built to such a constricted size and intensity that it was not feasible for this carport to be converted into a garage.

The proposal would result in the loss of parking spaces and would likely lead to a later proposal to convert the garage into habitable space, setting an unwelcome precedent for this development.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2444/24

Officer: Samuel Finnis

Location: 29 Colson Road, Loughton, IG10 3RL

Proposal: Single storey rear and side extension wraparound.

The Committee OBJECTED to this application. The rear extension was too long resulting in a negative impact on the neighbour's amenity.

The side extension elevation should be set back at least 300mm to maintain hierarchy.

The proposed felted roof sloping towards the front and the upstand beyond can be seen from the street and would therefore be detrimental to the street scene. Hence the roof over the storage should have a dual pitched tiled roof.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2447/24

Officer: Samuel Finnis

Location: 5 Warren Hill, Loughton, IG10 4RL

Proposal: Porch extension, roof extension, two storey front extension and two storey rear extension.

The Committee OBJECTED to this application on the following grounds:

The proposed street elevation due to both the loss of charm and the introduction of incongruous modern treatments. The existing oak garage door and the brick corbels are the standout features.

The proposed window of the living room was too small in comparison with the one above. This bay window should have a tiled roof. The front wall of the living room should align with the first floor. The vertical tiling should NOT have an over-pronounced overhang, only to the amount of projection of the re-introduced tiled corbels. The applicant would benefit from a larger living room and extra light from the grander and wider window.

The existing bay window roof on the opposite side should be retained. This would look much better than the proposed flat roof.

The box shape dormer clad in metal was out of place. It should have a triangular tiled roof blending into the main roof. The roof light should not be tight to the ridge. Leaving a decent gap below the ridge would not only look better but would also be buildable. Contrary to Policy DM9 of the Epping Forest District Local Plan 2011 2033 (2023), and the NPPF.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2462/24

Officer: Alex Sadowsky

Location: 22 Eleven Acre Rise, Loughton, IG10 1AN

Proposal: Alterations to existing property, including: infill side extensions; changes to doors and windows; replacement roof; minor rear extensions at ground and first floor; formalisation of the existing flat roof wrap-around and incorporation of railings.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that although this proposal had been scaled down from the original withdrawn application, it would still dominate and be overbearing on the neighbour's bungalow next

door. It was an overdevelopment by reason of its scale and bulk. Although, the roof was considered an improvement.

The second floor plan was unclear and does not tally with the roof form. The bathroom cannot stick out of the roof.

There should be an obscured/solid screen to the side of the large fenestration to reduce the overlooking and to limit access to the side roof over the lower ground floor. The side roof over the lower ground floor should not have a full balustrade, only a handrail, to prevent the area being used as a terrace.

All the dormers should have hip roofs. They do not have to relate to the neighbour.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

149.3 Prior Approval:

Application No: EPF/2407/24

Officer: Yee Cheung

Location: Aerzen House, Langston Road, Loughton, IG10 3SL

Proposal: Prior approval for the installation of 153kWp of Solar panels to the existing roofs.

The Committee had NO OBJECTION to this application.

149.4 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2504/24

Officer: Samuel Finnis

Location: 47 Hillcrest Road, Loughton, IG10 4QH

Proposal: Variation to condition 2 'Plan no' on planning permission EPF/2088/24 (Application for variation of condition 2 'Plan No' on planning permission EPF/0197/24 (Demolition of existing dwelling and construction of chalet style property)).

The Committee had NO OBJECTION to this application.

149.5 Consent under Tree Preservation Orders:

Application No: EPF/2416/24

Officer: Robin Hellier

Location: 96-98 York Hill, Loughton, IG10 1JA

Proposal: TPO/CHI/02/68 (Ref: A1)

T2: Bay - Crown reduce by up to 2m, as specified.

G1: Beech - Selective reduction of overhanging branches, to clear property, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

149.6 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/2397/24

Officer: Klajdi Koci

Location: 56 Roding Road, Loughton, IG10 3EF

Proposal: Certificate of Lawful Development for proposed loft conversion with rear facing dormer and front roof windows.

Application No: EPF/2401/24

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 3 (CEMP Ecology), condition 4 (Construction Method Statement), and condition 7 (Piling Method Statement) on planning permission EPF/1204/22 (Demolition of existing car wash and cycle / refuse store and redevelopment to provide part 5 and part 6 storey building comprising office (Class Egi) and hotel (Class C1) use, together with associated car parking, cycle parking, access, servicing, refuse storage, plant & landscaping).

Application No: EPF/2403/24

Officer: Mohinder Bagry

Location: 9 Southernhay, Loughton, IG10 4EN

Proposal: Certificate of lawful development for proposed single storey side extension and part single, part two storey, rear extension and loft conversion with dormer roof.

Application No: EPF/2419/24

Officer: Yee Cheung

Location: 49 Consort House, Forest View Road, Loughton, IG10 4DY

Proposal: Approval of Details Reserved by condition 3 'Samples of the types and colours of all the external finishes' of EPF/0697/23 (Alterations and extensions to existing detached house including loft conversion, altered fenestration, basement extension with raised balcony over, extension and alteration to the existing utility area and gym to make a new double garage with store under and new detached annexe building on ground

Application No: EPF/2454/24

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 5 'Tree Protection Plan, Arboricultural Method Statement, and monitoring' on planning permission EPF/1204/22 (Demolition of existing car wash and cycle / refuse store and redevelopment to provide part 5 and part 6 storey building comprising office (Class Egi) and hotel (Class C1) use, together with associated car parking, cycle parking, access, servicing, refuse storage, plant & landscaping).

Application No: EPF/2456/24

Officer: Muhammad Rahman

Location: 14 Tycehurst Hill, Loughton, IG10 1BU

Proposal: Application for approval of details reserved by condition 4 'Replacement Trees' and condition 6 'Scheme to Enhance Ecological Value' on planning permission EPF/0921/24 (Retention of dwelling as substantially reconstructed and extended).

Application No: EPF/2475/24

Officer: Caroline Brown

Location: 55 Broadstrood, Loughton, IG10 2SB

Proposal: Certificate of lawful development for proposed 2 new outbuildings in the rear garden.

PL150 Decisions

150.1 Decisions by Epping Forest District Council

The Committee NOTED the decisions received for November 2024.

PL151 Licensing Applications

No licensing applications had come to the attention of officers.

PL152 Enforcement and Compliance

No reports had been received.

Signed:

Date: 6 January 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 6 January 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
W Dodd K-W Lee (from min no 157.2) R Minhas
S Murphy I Allgood (as substitute for Cllr Davies)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

PL153 Apologies for Absence

Apologies for absence were received from Cllr Davies. The Planning Committee Clerk advised that Cllr Riley would therefore Chair this meeting, and that Cllr Allgood had been nominated as Cllr Davies substitute. Cllr Lee messaged to say that he would be delayed due to an emergency vehicle blocking his road.

PL154 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/2344/24 – 12 The Meadway; EPF/2500/24 – 21 Tycehurst Hill; and EPF/2548/24 – 62 Wellfields, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL155 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 23 December were CONFIRMED as a correct record and signed by the Chairman.

PL156 Matters for Report

No matters for report were listed for this agenda.

PL157 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

157.1 Full Planning Permission:

Application No: EPF/2467/24

Officer: Rhian Thorley

Location: Sterling House, Langston Road, Loughton, IG10 3TS

Proposal: Extension of pre-existing prep kitchen area (Previously received change of use EPF/1629/21) New extended area also requires change of use of from Storage and Distribution (B8 Use Class) to General Industry (B2 Use Class).

The Committee had NO OBJECTION to this application.

Application No: EPF/2551/24

Officer: Kelly Sweeney

Location: Fairmead Plots 3 & 4 Church Road, Loughton, IG10 4AJ

Proposal: Erection of two detached dwellinghouses to Plots 3 and 4 in place of two detached dwellinghouses approved under EPF/0679/24, EPF/1713/16 and EPF/2934/21 respectively.

This planning application was a Waltham Abbey matter that had been incorrectly listed under Loughton applications on the Epping Forest District Council's weekly list for 24 December 2024.

Cllr Lee arrived at the meeting.

157.2 Householder Planning Permission:

Application No: EPF/2344/24

Officer: Sukhvinder Dhadwar

Location: 12 The Meadway, Loughton, IG10 3AN

Proposal: Proposed outbuilding annexe for ancillary use.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the outbuilding was of excessive height. The drawings submitted for this proposal were incorrect: the drawing titles and the scale bar, which gave the impression that the outbuilding was smaller than it actually was.

Members commented that there was no ventilation for the kitchen, and the outbuilding would look back onto other residents, impacting their amenity.

Members also expressed concern for the building's intended use, as it was questionable why an annexe for ancillary use would require a kitchen, bathroom and bedroom. It appeared to be set up to offer further accommodation. This would set a dangerous precedent.

Application No: EPF/2496/24

Officer: Suleman Uddin

Location: 12 Carroll Hill, Loughton, IG10 1NJ

Proposal: Single storey rear extension, replacement of front entrance porch and front raised deck, new external entrance steps, window replacement throughout and change roof tiles to reconstituted slates.

The Committee had NO OBJECTION to this application.

Application No: EPF/2500/24

Officer: Klajdi Koci

Location: 21 Tycehurst Hill, Loughton, IG10 1BX

Proposal: Proposed hip-to-gable loft conversion with rear dormer and rooflight on the front roof slope; two-storey side extension; single-storey rear infill extension; rear extension with stepped access and assisted platform; front extension; and first-floor front floating dormer.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that this proposal along with the recently approved loft conversion application would result in an overdevelopment of the site.

The height and bulk of the extension imbalanced the roof with that of no.23 Tycehurst Hill and would also overpower No 19. The proposal would be unsightly and out of character resulting in a negative impact on the street scene, contrary to policy DM9 of the Epping Forest adopted Local Plan

(2023) and the NPPF (2023). A hip roof would therefore be preferable to the proposed gable end. Materials should also match original to maintain the character and protect the street scene. Members also expressed concern regarding the accuracy of the drawings provided.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2543/24

Officer: Klajdi Koci

Location: 1 The Avenue, Loughton, IG10 4PT

Proposal: Removal of existing shed and erection of a single storey garden room.

The Committee OBJECTED to this application stating the height of the proposed garden room, 3,3m was excessive. It would create a negative impact on the amenity of neighbours in comparison to the existing flat open aspect to the rear of this site. The proposal would set an unwelcome precedent.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2548/24

Officer: Rhian Thorley

Location: 62 Wellfields, Loughton, IG10 1NY

Proposal: Two storey rear and side extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site and of a poor design, contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The two-storey rear extension imbalanced the rear elevation and was unsightly, it would be better to have hip roofs at the rear to lessen the visual impact. The addition, including the front side extension, should match that at No 64 to protect the character of the property.

The proposed first floor extension intersects the sightline/right to line of the first floor window of No. 64, negatively impacting the neighbour. Therefore the extension should be curtailed.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

157.3 Consent to display an advertisement:

Application No: EPF/2534/24

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: 2 no. internally illuminated totem sign advertisement.

The Committee OBJECTED to this application, stating the proposed totem signs were too high. It would also interfere with the hedges and trees at the

site, which are conditioned to be protected as part of the original planning approval conditions.

Further, alongside the signage already approved for this site, the proposal would be contrary to sections (i) and (ii) of Policy DM13 of the adopted Local Plan which states that:

“Where Advertisement Consent is required, such consent will be permitted if the proposal respects the interests of public safety and amenity, taking into account the following criteria:

- (i) the design, materials and location of the **advertisement respects the scale** and character of the building on which it is displayed and the surrounding area;*
- (ii) the proposals would not result in a cluttered street scene, excessive signage, **or result in a proliferation of signs advertising a single site or enterprise;** “*

Application No: EPF/2547/24

Officer: Suleman Uddin

Location: 253 High Road, Loughton, IG10 1AD

Proposal: Display of 1no. new internally illuminated hanging sign and 1no. new non-illuminated fascia sign in Santander's new standard script font. Fascia sign externally illuminated by light trough.

The Committee had NO OBJECTION to this application.

157.4 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2515/24

Officer: Mohinder Bagry

Location: 1 Trevelyan Gardens, Loughton, IG10 2FB

Proposal: Variation of condition 2 on EPF/3145/21 allowed on appeal (Front extension at ground and first floor).

The Committee had NO OBJECTION to this application.

157.5 Consent under Tree Preservation Orders:

Application No: EPF/2502/24

Officer: Robin Hellier

Location: 70 Spring Grove, Loughton, IG10 4QE

Proposal: TPO/EPF/19/89 (Ref: A1, G2)

T1-8: Lombardy Poplar - Crown reduce height to previous points, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Application No: EPF/2536/24

Officer: Robin Hellier

Location: 2 Station Road, Loughton, IG10 4NX

Proposal: TPO/EPF/07/79

T1: Cedar - Prune lateral branches to clear building by 1.5m, as specified.

Selectively thin lower canopy only by 10%, as specified. Crown lift by up to 3m from ground, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

157.6 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/2477/24

Officer: Rhian Thorley

Location: 4 High Silver, Loughton, IG10 4EL

Proposal: Certificate of lawful development for a proposed 4.0m deep single storey rear extension, existing extension removed.

**** The Committee requested that should the local planning authority be minded to approve this application that a condition be included prohibiting the use of the roof area of the extension as a terrace, to prevent negatively impacting the amenity of the neighbours.****

Application No: EPF/2518/24

Officer: James Rogers

Location: 64 Queens Road, Loughton, IG10 1RS

Proposal: Prior approval for a 6 metre deep single storey rear extension to the rear of the 2 storey part of the original house after removing existing smaller extension. The roof is flat and will be no more than 3 metres high from the natural external ground level.

**** The Committee was concerned at the excessive depth of this application.****

Application No: EPF/2524/24

Officer: Rhian Thorley

Location: 10 Pump Hill, Loughton, IG10 1RU

Proposal: Application for approval of details reserved by condition 4 'Hard and Soft Landscaping' and condition 5 'Materials' on planning permission EPF/1203/23 allowed on appeal (Retrospective Planning Application for the Part Re-levelling of the Garden and Installation of a Retaining Wall to Enable the Construction of an Open Air Swimming Pool. The Proposed Works are being Undertaken to Facilitate the Pool Confirmed as Permitted Development under Ref: EPF/2580/21. Given the Steep Topography of the Existing Site and Position of the Dwelling House, it is Essential to Level Out Part of the Garden to Implement the Permission Granted).

**** The Committee NOTED the contents of a letter of objection to this application****

Application No: EPF/2542/24

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 6 'Piling Method Statement' on planning permission EPF/0035/24 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light

Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

Application No: EPF/2562/24

Officer: James Rogers

Location: 68 Wellfields, Loughton, IG10 1NY

Proposal: Prior Approval for the construction of a single storey rear extension which will extend beyond the rear wall of the original dwelling by 8.0m, for which the maximum height will be 4.0m and the height at the eaves will be 3.0m.

PL158 Decisions

158.1 Decisions by Epping Forest District Council

No decision notices were received for this meeting.

PL159 Licensing Applications

No licensing applications had come to the attention of officers.

PL160 Enforcement and Compliance

No reports had been received.

Signed:

Date: 20 January 2025

LOUGHTON TOWN COUNCIL
PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 20 January 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
K-W Lee R Minhas S Murphy
J Riley I Allgood (as substitute for Cllr Dodd)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

2 Members of the public.

PL161 Apologies for Absence

Apologies for absence were received from Cllrs Dodd and Ubah. The Planning Committee Clerk advised that Cllr Allgood had been nominated as substitute for Cllr Dodd for this meeting.

PL162 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/2581/24 - 62 Wellfields; EPF/2591/24 - 15 Rookwood Gardens; and EPF/2593/24 - 97 Oakwood Hill, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Allgood declared a non-pecuniary interest in planning application EPF/1574/24 – 6 Tewkesbury Close, as he knew the speaker for this item and had been a member of the Epping Forest District Council Planning Committee when previous applications for this site had been considered.

PL163 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 6 January 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL164 Matters for Report

164.1 Re-consultation

164.1.1 Removal of Conditions: EPF/1574/24 – 6 Tewkesbury Close, Loughton, IG10 3NT. Proposal: Variation of condition 3 and Removal of condition 4 of EPF/2688/23 (Change of use from waste land to garden). *AMENDED PLANS* – Min no PL61.1
A member of the public addressed the meeting.

The Committee OBJECTED to this application, maintaining its previous comments (min no PL61.1) that these planning conditions should remain as stipulated under EPF/2688/23.

The Committee believed it was important to maintain this garden area as a designated ecological natural habitat, safeguarding the bio-diversity benefits; and that it was essential for Condition 4 to

remain in order to safeguard the drainage ditch that runs through this land.

The Committee also believed this area of land had provided a wildlife habitat that created screening for the residents of Witham Close, and its removal had resulted in a loss of outlook to the detriment of those residents, and a loss of character to the area, thus it should be returned to its previous state.

164.2 Loughton Building Design Award 2025

No nominations were forthcoming for this award.

PL165 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

165.1 Full Planning Permission:

No applications had been listed under this heading for this meeting.

165.2 Householder Planning Permission:

Application No: EPF/2507/24

Officer: Mohinder Bagry

Location: 12 Garden Way, Loughton, IG10 2SF

Proposal: Ground floor single storey rear extension.

The Committee had NO OBJECTION to this application.

However, members requested that should the local planning authority be minded to approve the application, that a condition be imposed that the roof should not be used as a terrace, in order to protect the amenity of neighbours.

Application No: EPF/2555/24

Officer: Samuel Finnis

Location: 25 Priory Road, Loughton, IG10 1AF

Proposal: Single storey side and rear extensions, and front porch.

The Committee OBJECTED to this application reiterating its previous comments, under min no PL122.1, that:

“This property was located in a characterful part of Priory Road. The mock Tudor feature on the front and side should be retained to preserve the symmetry of this semi-detached, its removal would create a negative impact resulting in a loss of character to the street scene.

The brick porch structure poses a security risk (concealed spaces), but it is also alien to the street scene.”

Members commented that the applicant had not made sufficient amendments to the previous proposal, EPF/2096/24, to overturn the refusal of the local planning authority.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2571/24

Officer: Samuel Finnis

Location: 10 Hillcrest Road, Loughton, IG10 4QQ

Proposal: Removal of existing conservatory, ground and first floor front extensions. Roof extension including side and rear dormers. Replacement of existing chimney stack with two smaller chimneys.

The Committee OBJECTED to this application stating the front gabled facade looked incoherent. The triangular timber feature should be changed to only vertical timbers over the front porch and set back from the main facade (i.e. not planted over the facade). This would separate the porch from the main gable and maintain hierarchy.

Members would be willing to waive their objection if the above changes were made.

Application No: EPF/2581/24

Officer: Rhian Thorley

Location: 62 Wellfields, Loughton, IG10 1NY

Proposal: Single storey rear and side extension.

The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to this application.

Application No: EPF/2591/24

Officer: Samuel Finnis

Location: 15 Rookwood Gardens, Loughton, IG10 2DQ

Proposal: Erection of front porch, two storey side extension, two storey rear part single storey rear extension, loft conversion with rear dormer and front skylights with associated internal alterations.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment of the site. If both corner properties were to have two-storey side extensions then the corner would be closed off, contrary to policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The proposed roof over sails the boundary and should therefore be stepped back. There was insufficient roof height in the loft. The parents' room and the bedroom above were too close to the boundary. There was insufficient space in front of the windows to the front or the side boundary, which would result in overlooking causing a loss of amenity for the neighbours.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2593/24

Officer: Mohinder Bagry

Location: 97 Oakwood Hill, Loughton, IG10 3ER

Proposal: Single storey rear extension and part double storey rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that the houses in this part of Oakwood Hill were sharply angled and not in a straight line, the proposed extension by reason of its height and bulk, would create a longer blank brick slab alongside the garden of no 95, resulting in an increased sense of enclosure to its occupants.

The rear ground floor is intersecting the 45 degree line from the neighbours' French window. Permitted extension is 3m deep. As drawn, the rear proposed dining room is bigger than the living room.

Members considered the first floor extension should be set in to alleviate the issue.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/2600/24

Officer: Klajdi Koci

Location: 17 Englands Lane, Loughton, IG10 2QX

Proposal: Two storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0004/25

Officer: Mohinder Bagry

Location: 7 Cleves Close, Loughton, IG10 3NN

Proposal: Demolition of existing rear conservatory, proposed ground floor rear extension, first floor rear extension, loft conversion with rear dormer, 2No. front roof lights to main roof and 1No. roof light to rear first floor roof.

The Committee had NO OBJECTION to this application. However, members expressed concern that the proposed extension would result in overdevelopment, and that the proposed loft height was insufficient.

Application No: EPF/0015/25

Officer: Rhian Thorley

Location: 24 Wroths Path, Loughton, IG10 1SH

Proposal: Construction of single storey rear and side extension.

The Committee had NO OBJECTION to this application.

165.3 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/2584/24

Officer: Yee Cheung

Location: 12 Lower Park Road, Loughton, IG10 4NA

Proposal: Variation of condition 2 'Plan no's' on planning permission EPF/1376/24 (Alterations and Extensions with Part Demolition to 12 Lower Park Road, with a replacement dwelling for 12a Lower Park Road).

The Committee had NO OBJECTION to this application.

Application No: EPF/0053/25

Officer: Samuel Finnis

Location: Highgrove Close, Loughton IG10 2FD (formerly land to the rear of 33-37 Hillyfields, Loughton, IG10 2PT)

Proposal: Variation to condition 2 'Plan no's on EPF/1586/21
(Construction of a 4 bedroom two storey dwelling with associated parking and landscaping) allowed on appeal.

The Committee had NO OBJECTION to this application.

165.4 Consent under Tree Preservation Orders:

Application No: EPF/0002/25

Officer: Robin Hellier

Location: 9 Connaught Avenue, Loughton, IG10 4DP

Proposal: TPO/EPF/23/15

T2: Lime - Crown reduce by up to 3m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Application No: EPF/0010/25

Officer: Robin Hellier

Location: 7 Cleves Close, Loughton, IG10 3NN

Proposal: TPO/EPF/02/93 (Ref: T19)

T1: Field Maple - Crown reduce to previous points, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

165.5 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/2529/24

Officer: Muhammad Rahman

Location: 10 Barncroft Green, Loughton, IG10 3ET

Proposal: Application for approval of details reserved by condition 3 'Contamination' on application EPF/0212/21 (Proposed new dwelling and alterations to fenestration on existing house).

Application No: EPF/2577/24

Officer: Suleman Uddin

Location: 78 Alderton Hall Lane, Loughton, IG10 3HE

Proposal: Certificate of lawful development for a proposed rear dormer window and front roof lights in connection with a loft conversion.

Application No: EPF/2578/24

Officer: James Rogers

Location: 78 Alderton Hall Lane, Loughton, IG10 3HE

Proposal: Prior approval for the construction of a single storey rear extension which would extend 6m beyond the rear wall of the existing dwelling, a maximum height of 3m.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

Application No: EPF/2583/24

Officer: Klajdi Koci

Location: 26 Highland Avenue, Loughton, IG10 3AJ

Proposal: Certificate of lawful development for a proposed hip to gable roof extension, rear facing dormer and front roof lights in connection with a loft conversion.

Application No: EPF/0011/25

Officer: Klajdi Koci

Location: 26 Station Road, Loughton, IG10 4NX

Proposal: Certificate of lawful development for a proposed hip to gable roof extension and rear dormer in connection with a loft conversion.

PL166 Decisions

166.1 Decisions by Epping Forest District Council

The decision notices for December 2024 were NOTED.

PL167 Licensing Applications

167.1 Street Trading Consent Renewal

167.1.1 Healthy Option, Wickes Car Park, Goldstone House, Langston Road, Loughton IG10 3TQ

The Committee had NO OBJECTION to this application.

PL168 Enforcement and Compliance

No reports had been received.

Signed:

Date: 3 February 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 3 February 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy

Also present:

Officers: Debra Paris (Planning Committee Clerk)

1 Member of the public

PL169 Apologies for Absence

Apologies for absence were received from Cllr Davies. The Planning Committee Clerk reported that no substitute had been nominated, and that Cllr Riley would therefore Chair this meeting.

PL170 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/0039/25 – 41, The Princess of Wales, Westall Road; EPF/0005/25 – 62 Forest Road; and EPF/0110/25 – 12 Greenfields Close, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

The Committee AGREED to bring forward agenda item 4.1 – Re-consultation of Planning Application EPF/2364/24 – 52 Trapps Hill, as a member of the public present at the meeting had an interest in this application.

PL171 Matters for Report

171.1.1 Re-consultation – Full Planning Permission

EPF/2364/24 – 52 Traps Hill, Loughton, IG10 1TD. Proposal: Redevelopment of existing garden to provide 2 no. additional dwellings. *AMENDED PLANS* – Min no PL149.1

The Committee NOTED the contents of a letter of support.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the following grounds:

In the Transport Statement provided for this application, Highways request the following condition:

“Prior to occupation of each new dwelling the associated new vehicular access for each, as shown in principle on drawing no. 2024/7932/001 Rev P3 within the Transport Statement, shall be constructed at right angles to the highway boundary and to the existing carriageway. Both accesses shall be provided with an appropriate dropped kerb vehicular crossing of the footway/highway verge as appropriate, together with visibility splays of 2.4m x 43m as measured from and along the nearside edge of the

carriageway in both directions. Such splays are to be clear to ground and retained free of any obstruction in perpetuity;

Reason: *To ensure that safe and appropriate access for all users is provided."*

There are trees and hedges (between the road and the plot boundary) in the location of the access to Plot 2. If it has not been actioned already the applicant should carry out a survey of the organic habitat of this area and state the proposed alterations, clearly and accurately shown on drawings, to enable the council to comment and to ensure that safe and appropriate access 'and egress' for all users is provided.

Members thanked the speaker for the information regarding the landscaping and replanting proposals within this site. However, the above further information was required to establish that the natural green boundary on Traps Hill would be protected. The Committee expressed concern that the boundary would disappear, creating a detrimental impact on the street scene, which would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023), the policies of which seek to ensure, amongst other things, that new development is of a high quality design that respects the property, its setting and the character and environment of the locality.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

PL172 Confirmation of Minutes

The Committee AGREED to defer confirmation of the full minutes of the meeting of the Planning and Licensing Committee held on 20 January 2025 to its next meeting.

The final wording of the Committee's comments in respect of Planning Application EPF/1574/24 – 6 Tewkesbury Close, required amendments yet to be agreed. The remainder of the minutes were CONFIRMED in principle, with the signing of the full minutes to be undertaken at its meeting to be held on 17 February 2025.

PL173 Matters for Report

173.1 Notice of Appeal

173.1 EPF/1849/24 – Goldings Mansion, 12 Stanmore Way, Loughton, IG10 2SA. Proposal: Retrospective application for rear dividing garden brick wall – (Appeal Ref: APP/J1535/D/24/3356958) – Min No PL94.1

The Committee NOTED the information received from Epping Forest District Council.

PL174 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

174.1 Full Planning Permission:

Application No: EPF/0039/25

Officer: Muhammad Rahman

Location: 41 The Princess Of Wales, Westall Road, Loughton, IG10 2HX

Proposal: Demolition of existing unoccupied Princess of Wales pub and construction of 15 affordable homes targeting Passivhaus standards, an integrated front landscape and internal courtyard design and associated works.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the following grounds:

Public Houses are protected from permitted development rights to demolish them, therefore, a full planning application should be submitted for this site.

No public consultation process had been undertaken regarding this application, which had been carried out in respect of similar District Council proposals, giving local residents the opportunity to have an input and developers a better understanding of local issues, resulting in a better developed scheme.

Insufficient parking provision would exacerbate existing parking problems in nearby roads.

The proposal was of poor design, by reason of excessive height and bulk. Further, the following issues all contravene Policy DM9 - High Quality Design:

- The balconies are 2m+ deep, resulting in the rooms below to be heavily shaded. The proposed fenestration would result in poor daylight, dimly lit rooms.
- The stair-cores would benefit from more windows (more daylight) to provide a better environment and improved security. There should be windows on all levels to view into the courtyard.
- The end apartment in Block 2 would benefit from more windows under the sloping ceilings.
- Bathtubs against the windows would prevent the installation of high level (or adjustable) shower heads or for privacy blinds (opaque or textured glass would not prevent the loss of privacy).
- The top of the external brickwork (e.g. the balcony) should have copings to protect them from unsightly water damage/staining. The drawings do not show these copings.
- The balconies (appear to have concrete floors) are large and would require rainwater drainage. The design should take this into account to avoid uncontrolled water discharge over the edges.
- The kitchens should have their own kitchen extractors to discharge directly to the exterior. Reliance on MVHRs (even on boost) or recirculating kitchen extracts is not good practice (due to the steam, smell, grease and poor performance/maintenance).

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

174.2 Householder Planning Permission:

Application No: EPF/2579/24

Officer: Samuel Finnis

Location: 41 Tycehurst Hill, Loughton, IG10 1BZ

Proposal: First-floor rear extension (partial), garage conversion, and loft conversion.

The Committee OBJECTED to this application on the grounds that it was of poor design and would not enhance the street scene. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) relating to good design.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0005/25

Officer: Mohinder Bagry

Location: 62 Forest Road, Loughton, IG10 1EQ

Proposal: Ground Floor Rear Extension with two sky lights
Ensuite at First Floor passing 45 degree rule (With Pitched Roof).

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the proposal failed to address its previous concerns sufficiently (EPF/2082/24 – min no PL122.1), namely:

- Boiler flue and kitchen extract cannot discharge onto the adjoining land.
- First floor bathroom was of poor design the roof has to be at a lower lever to avoid clash with the gutter. The headroom as currently drawn is 2.1m. Lowering the roof will give less than 2m. It would be detrimental to the street scene.
- Although the shower has moved away from the window, the bathroom is still a poor design.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0023/25

Officer: Sukhvinder Dhadwar

Location: 12 The Meadway, Loughton, IG10 3AN

Proposal: Retrospective planning application for a single storey rear extension.

Members deplored the retrospective nature of this proposal.

The Committee OBJECTED to this application stating the large extension would negatively impact the amenity of the neighbours.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0041/25

Officer: Klajdi Koci

Location: 162 Willingale Road, Loughton, IG10 2DA

Proposal: Ground floor entrance extension with a room within the roof space with a dormer window.

The Committee OBJECTED to this application on the grounds that the side of the dormer was almost flush with the side wall, and it was almost a two

storey extension. The dormer windows would overlook the garden of no.164 and both gardens are very tiny. The loft extension has less than the required headroom of 2.4m.

The proposed loft extension was very similar to that of no.164 but slightly stepped back from the side wall. Nevertheless it would result in mutual overlooking and both loft extensions would form a two storey corner, which would be detrimental to the street scene, closing the existing gap between the properties. This was contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) relating to good design.

Members considered a similar proposal in Brady Avenue, which retained the gap, offered a good example of what would be acceptable. A hip end design would prevent the closing in.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0044/25

Officer: Samuel Finnis

Location: 20 Roundmead Close, Loughton, IG10 1QD

Proposal: Single storey rear wraparound extension and first floor extension over attached garage.

The Committee had NO OBJECTION to this application.

Application No: EPF/0056/25

Officer: Suleman Uddin

Location: 7 Whitehills Road, Loughton, IG10 1TS

Proposal: Demolition of garage to allow for single storey rear and side extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0070/25

Officer: Suleman Uddin

Location: 69 Roundmead Avenue, Loughton, IG10 1PZ

Proposal: New two and single storey extensions to the rear, new porch and internal alterations.

The Committee OBJECTED to this application. The rear extension would impact the amenity of the neighbour.

The proposed entrance lobby being wide and protruding further forward has covered the cantilever support and timber beam of the main gable. This would be detrimental to the street scene. The proposed entrance lobby should be separate and similarly glazed on all three sides as existing but could be slightly forward.

The installation of insulation on the street elevation should be avoided as it would affect the window reveals, existing timber and the cantilever, altering the character. This was contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) relating to good design.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0110/25

Officer: Mohinder Bagry

Location: 12 Greenfields, Loughton, IG10 3HH

Proposal: Single storey front entrance extension plus a single and two storey rear/side extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating the height and bulk of the rear extension was unacceptable and should be reduced to appear subservient to the main dwelling. It would also negatively impact the amenity of neighbours at no.10 caused by overlooking.

The proposal failed to sufficiently address the Committee's previous objections, and members expressed concern that it failed to resolve the issue on the boundary.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0115/25

Officer: Rhian Thorley

Location: 7 Forest View Road, Loughton, IG10 4DX

Proposal: Erection of part single storey, part two storey rear extension, single storey front extension, infill of car port area & formation of hipped roof to existing first floor side extension.

The Committee had NO OBJECTION to this application.

174.3 Consent under Tree Preservation Orders:

Application No: EPF/0022/25

Officer: Robin Hellier

Location: The Thomas Willingale County Primary School, The Broadway, Loughton, IG10 3SR

Proposal: TPO/EPF/35/98

T1: Oak - Crown reduce by up to 4m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

Members expressed concern that the school had created a play area below the oak tree which could result in damage to the roots.

Application No: EPF/0108/25

Officer: Robin Hellier

Location: 8 Connaught Avenue, Loughton, IG10 4DU

Proposal: TPO/EPF/04/14 (T6, T7, T8)

G4: 3 x Lime - Crown reduce by up to 3.5m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

174.4 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0061/25

Officer: James Rogers

Location: 43 Habgood Road, Loughton, IG10 1HE

Proposal: Prior approval for a 6.00m deep single storey rear extension, height to eaves 3.00m and maximum height 3.20m following demolition of existing conservatory and extension.

****The Committee expressed a concern at the excessive depth of this application and its subsequent impact on the neighbours.**

Application No: EPF/0083/25

Officer: James Rogers

Location: 1 Poundfield Road, Loughton, IG10 3JL

Proposal: Prior approval for the demolition of existing conservatory and erection of a 4.0 metre deep single storey rear extension, height to eaves 2.90m and maximum height 3.60m.

Application No: EPF/0106/25

Officer: Marie-Claire Tovey

Location: 3 Torrington Drive, Loughton, IG10 3TA

Proposal: Prior approval for a 4.50 metre deep single storey extension, height to eaves 3.00 metres and maximum height 3.00 metres.

Application No: EPF/0118/25

Officer: Suleman Uddin

Location: 24 Colebrook Gardens, Loughton, IG10 2HS

Proposal: Certificate of lawful development for a hip to gable and rear dormer roof extension.

****The Committee expressed a concern that the permission for a gable would set a precedent.**

PL175 Decisions

175.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL176 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL177 Enforcement and Compliance

No reports had been received.

Signed:

Date: 17 February 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 17 February 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
W Dodd K-W Lee R Minhas (from min no PL181.3)
S Murphy C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)
Jonathon Glynn (Finance Officer)

2 Members of the public

PL178 Apologies for Absence

Apologies for absence were received from Cllr Davies; therefore Cllr Riley would Chair this meeting. Cllr Minhas had advised that he was delayed in motorway traffic and apologised that he would arrive late for this meeting.

PL179 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/0137/25 – 45 Sparelease Hill and EPF/0213/25 – 26 Church Lane, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL180 Confirmation of Minutes

180.1 Minutes of 20 January 2025

A member of the public addressed the Committee.

The Minutes of the meeting of the Planning and Licensing Committee held on 20 January 2025, amended from those circulated, and in line with issues raised by the speaker, to read at min no PL164.1, final paragraph, to now read:

“The Committee also believed this area of land had provided a wildlife habitat that created screening for the residents of Witham Close, and its removal had resulted in a loss of outlook to the detriment of those residents, and a loss of character to the area, thus it should be returned to its previous state.”

were CONFIRMED as a correct record and signed by the Chairman.

180.2 Minutes of 3 February 2025

The Minutes of the meeting of the Planning and Licensing Committee held on 3 February 2025, amended from those circulated to read at min no PL714.2, planning application – EPF/0005/25, final bullet point to now read:

- “Although the shower has moved away from the window, the bathroom is still a poor design.”

and

Planning application EPF/0041/25, first sentence to now read:

“The Committee OBJECTED to this application on the grounds that the side of the dormer was almost flush with the side wall, and it was almost a two storey extension.”

were CONFIRMED as a correct record and signed by the Chairman.

PL181 Matters for Report

181.1 Email to Planning Committee

The Planning Committee Clerk informed the Committee that an email had been received today from a resident, thanking members for “*considering his concerns and making your own conclusions*” that had resulted in his neighbour’s planning application being refused, in order to protect his amenity caused from loss of privacy.

181.2 Application for deed of variation of planning obligations EPF/0161/25/DOV – St Thomas More RC Church site, Willingale Road, Loughton, IG10 2DB. Proposal: Deed of Variation to EPF/0304/19 (Redevelopment of site to provide 16 houses and 10 flats, including a new community hall (class D1/D2), associated parking, access, hard and soft landscaping and all ancillary works) – Min no PL717.1

The Committee had NO COMMENTS to make in respect of this application.

Cllr Minhas joined the meeting.

181.3 Notices of Appeal

181.3.1 EPF/1830/24 – Corner Garth, Nursery Road, Loughton, IG10 4EF. Proposal: Certificate of lawful development for proposed railings and gates - maximum 2 metres in height and set in from the site boundaries by 1 metre – (Appeal Ref: APP/J1535/X/24/3354792) – Min No PL94.2

The Committee OBJECTED to this application, supporting the refusal reasons of Epping Forest District Council for this proposal, which were:

“The proposed wall exceeds 1m in height and is considered to be adjacent to the highway. The proposal would fail to meet the criteria specified in the Town & Country Planning (General Permitted Development) Order 2015 Schedule 2 Part 2 Class A (as amended). The proposed wall is therefore not lawful, and a specific grant of planning permission is required.”

Further, members NOTED the Planning Inspector’s comments (in respect of this site allowing for a lower boundary treatment of approximately 1.5m high – Appeal Ref: APP/J1535/D/24/3351205) – paragraphs 5 – 8; alongside the Inspector’s comments for another property in Nursery Road for a boundary treatment of 1.8m (Appeal Ref: APP/J1535/D/24/3345873) which was dismissed – paragraphs 4, 5 and 7 being pertinent to this application. This application would fail to accord with Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

Cllr Minhas declared a non-pecuniary interest in the following application, EPF/1693/24, as the applicant was known to him.

181.3.2 EPF/1693/24 – 227 High Road, Loughton, IG10 1BB. Proposal: Change of use of Pub (pub with food) to a shared space comprising of Retail, Café with meeting space and Health Well Being on the ground floor, Health Well Being Services on the first floor and Office Accommodation on the Second floor. Demolition of the existing extensions to the rear of the building, replacing with new extensions – (Appeal Ref: APP/J1535/ W/24/3358124) – Min no PL78.1

The Committee supported the refusal reasons of Epping Forest District Council and the ECC Highways Officer in respect of this application. Members reiterated their previous comments, Min no PL78.1, which were:

“The Committee NOTED the contents of a letter of objection.

A member of the public with an interest in this application addressed the meeting.

The Committee OBJECTED to this application. This building was originally The Post Office and latterly The Last Post pub, therefore it is historically and culturally, a very important and valued feature on Loughton High Road.

The proposed extension protrudes angularly, losing the symmetry of the existing building, which is locally listed and a very good example of this style of ‘Neo-Georgian’ architecture. The proposed materials for the extensions clash too much with the existing red brick, a feature of what makes this a heritage building.

The proposed second floor addition, by reason of its height and detailed design would significantly impact on the setting of the building, impeding the existing detail on the corners of the parapet. The proposed addition overwhelms the existing building, it would set an unwelcome precedent, negatively impacting the street scene on this part of the High Road. The Committee noted both it and District had already turned down overbearing and unsuitable applications for cramped, 3 storey residential developments, on the High Road, and were adamant in not wanting to set a negative precedent.

The additional storey would also result in a negative impact for residents in Priory Road, caused by overlooking and a loss of light. The rear extension should be subservient to the main building.

The application should be more specific regarding the details of what health and wellbeing services would be provided, and whether they would be NHS and community based or private businesses (of which there are already many to choose from). There was no detail regarding what percentage of floor space would be cafe or meeting/community space. The amount and type

of community space should be detailed and secured by condition to ensure it was actually provided.

The Committee was aware of other buildings in the High Road, namely Lopping Hall and the Methodist Church, offering space for health and wellbeing groups to operate, as such it was concerned that if the business model for this change of use failed, that a further change of use would be applied for resulting in the loss of the proposed community space and concern for what that change of use would be.

Members expressed concern for the delivery of goods to the site following the proposed removal of the Goods Yard. They believed the loading bay should remain in use for deliveries, being aware of the existing disruption/ nuisance caused to residents and users of the High Road for deliveries to neighbouring sites.

The applicant was urged to contact North Essex Parking Partnership regarding road traffic enforcement at this site, as wardens were failing to take enforcement action on illegally parked vehicles here, apparently believing the land in front of this building formed part of this site, which was not the case.

The Committee confirmed its intention to attend and speak at a meeting of the District Council Planning Committee to decide this application.”

PL182 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

182.1 Full Planning Permission:

Application No: EPF/0137/25

Officer: Caroline Brown

Location: 45 Spareleaze Hill, Loughton, IG10 1BS

Proposal: Demolition of existing dwelling, and erection of two-storey detached replacement dwelling.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the following grounds:

The existing dwelling appears to be in good condition. No justification has been provided for its demolition or regarding the recycling of the existing materials in the building. The additional vehicular movements to remove the entire existing building and replace it with a brand new one would negatively impact the environment and the EF SAC.

The proposed design detailing and materials are out of keeping with the street scene, resulting in a negative impact. This would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The Committee believes a proposal to improve the appearance and modernise the existing property would be preferable. If however, the Local Planning Authority is minded to approve this proposal, plans and elevations showing the front garden treatment: the planting, the front boundary and

the gates to match the Street View Photograph are required to ensure that these areas/elements are properly covered in the application process.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0145/25

Officer: Yee Cheung

Location: Land and garages, Whitehills Road, Loughton, IG10 1TS

Proposal: Existing garages enlarged, extended and reduced from 27no. garages to 21no. garages.

The Committee OBJECTED to this application stating it would negatively impact the amenity of neighbours and those attending the neighbouring Oak View School, caused by noise and air pollution if the garages were to be used as light industrial units or from too many larger vehicles accessing the site.

If the Local Planning Authority was minded to approve this application, the Committee requested that conditions be imposed for the following:

- The garages not to be used as light industrial units and only be allowed to garage vehicles or for general storage use.
- The height of the garages should not exceed 2.7m.
- The access gate to have a height restriction to prevent larger vehicles from accessing the site.
- The access gate to be moved back, in accordance with the Highways' Officer recommendation to allow safe access to and from the site.

Members considered that the introduction of grass / sedum roofs on the garages would enhance the environment.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

182.2 Householder Planning Permission:

Application No: EPF/0163/25

Officer: Klajdi Koci

Location: 12 The Avenue, Loughton, IG10 4PT

Proposal: Addition of rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0213/25

Officer: Samuel Finnis

Location: 26 Church Lane, Loughton, IG10 1PD

Proposal: Proposed single and double storey side and rear extensions.

The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to this application.

Application No: EPF/0251/25

Officer: Klajdi Koci

Location: Twoony Mead, Nursery Road, Loughton, IG10 4EF

Proposal: Front Boundary Walls and Gates.

The Committee OBJECTED to this application on grounds that no planting / soft landscaping scheme had been provided with this proposal. It is important to maintain and enhance the environmental aspect of this site.

As cited by the Planning Inspector in his dismissal of appeal reference: APP/J1535/D/24/3345873, paragraph 4:

“... generally, a level of openness and greenery is maintained with railings on top of walls of a modest height with hedging behind, providing a sense of space and contributing to the verdant character of the area, which forms a transition between the residential area and the Forest.”

This application would fail to accord with Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

182.3 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/0199/25

Officer: Suleman Uddin

Location: 31 Connaught Avenue, Loughton, IG10 4DS

Proposal: Application for variation of condition 2 'Plan no's' on planning permission EPF/1840/24 (Single storey kitchen extension and change balustrade above to glass).

Members deplored the retrospective nature of this proposal.

The Committee OBJECTED to this application on the grounds that the proposed plans do not address the variation. What has been built is not in accordance with the approval and it has been reported.

The large patio and balcony would overlook the neighbour, negatively impacting the neighbour's amenity caused by loss of privacy, and there is no control of the furniture or activities.

The proposal would not be in keeping with the street scene, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design.

Fresh drawings should be submitted to address these issues.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0203/25

Officer: Suleman Uddin

Location: 58 Church Hill, Loughton, IG10 1LB

Proposal: Variation of condition 2 plan numbers of EPF/0426/23 (Demolition of single storey side Garage, Workshop and Utility Room. Demolition of single storey lean-to Conservatory. Construction of footpath

along site boundary providing access from front to rear garden. Erection of a part single and part two storey extension to side and rear of property including forming a gable roof to existing hipped roof of the main dwelling. Creation of front driveway and external works to provide terrace and patio areas to the rear garden).

The Committee OBJECTED to this application on the grounds that the large window serves the front first floor bathroom. The intention may be to create a feature window, but this is a bathroom window. Opaque glass and textured glass (especially) would not be appropriate on this prominent street elevation. The proposal would not be in keeping with the street scene, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design.

This window should be shorter and should have a mid-vertical to be of similar proportion to the others to avoid it looking out of place. The window could be like the ground floor toilet without the top casements.

The Committee would be willing to waive its objection if the proposal were amended to address its concerns.

Application No: EPF/0236/25

Officer: Caroline Brown

Location: 275-277 Caffè Uno, High Road, Loughton, IG10 1AH

Proposal: Variation of condition 3 of EPF/245/95 to operate a take-away facility ancillary to the restaurant.

The Committee had NO OBJECTION to this application.

182.4 Consent under Tree Preservation Orders:

Application No: EPF/0048/25

Officer: Robin Hellier

Location: Carlton House, Algers Road, Loughton, IG10 4RS

Proposal: TPO/EPF/18/99 (Ref: T13, T11)

T16: Honey Locust - Crown reduce to previous points, as specified.

T18: Bird Cherry - Crown reduce to previous points, as specified.

T23: Norway Maple - Crown reduce by up to 1.5m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

182.5 Deemed Permission and Others— provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0143/25

Officer: Suleman Uddin

Location: 58 Church Hill, Loughton, IG10 1LB

Proposal: Certificate of lawful development for a proposed rear dormer in connection with a loft conversion.

****The Committee expressed a concern that this proposal had not formed part of the full planning application for this property, EPF/0203/25.**

Application No: EPF/0161/25

Officer: Muhammad Rahman

Location: ST THOMAS MORE RC CHURCH and PRESBYTERY site redeveloped, 106 Willingale Road, Loughton, IG10 2DA

Proposal: Deed of Variation to EPF/0304/19 (Redevelopment of site to provide 16 houses and 10 flats, including a new community hall (class D1/D2), associated parking, access, hard and soft landscaping and all ancillary works).

Application No: EPF/0167/25

Officer: Klajdi Koci

Location: 140 Borders Lane, Loughton, IG10 3SB

Proposal: Certificate of lawful development for a proposed rear dormer window in connection with a loft conversion.

****The Committee expressed a concern that the dormer being on the edge of the gable (even though the dormer cheeks are tiled) would be detrimental to massing of the gable) and would therefore not comply with Policy DM9. This has particular impact at the end/corner of the street. The headroom in the dormer is approx. 2.15m, so would not be Building Regulation compliant.**

Application No: EPF/0170/25

Officer: Klajdi Koci

Location: 32 Rochford Avenue, Loughton, IG10 2BS

Proposal: Certificate of Lawful Development for proposed loft dormer and front porch.

****The Committee expressed a concern that the dormer being on the boundary would be detrimental to the street scene and would negatively impact the amenity of the neighbour. This would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design.**

Application No: EPF/0171/25

Officer: James Rogers

Location: 32 Rochford Avenue, Loughton, IG10 2BS

Proposal: Prior approval for a 4.00m deep single storey rear extension, height to eaves 2.28m and maximum height of 3.33m.

Application No: EPF/0227/25

Officer: Rhian Thorley

Location: 68 Wellfields, Loughton, IG10 1NY

Proposal: Certificate of lawful development for a proposed rear dormer and 3 roof lights to front roof slope.

Application No: EPF/0250/25

Officer: Rhian Thorley

Location: 31 The Uplands, Loughton, IG10 1NQ

Proposal: Certificate of lawful development for a proposed garage conversion.

****The Committee expressed a concern that the proposal was of poor design. The raised portion over the new front side entrance was too close to the neighbour's wall negatively impacting the boundary wall to the adjoining neighbour.**

Application No: EPF/0261/25

Officer: James Rogers

Location: 14 Southern Drive, Loughton, IG10 3BU

Proposal: Prior approval for a single storey rear extension 6m beyond rear wall; max height 2.80m; eaves height 2.50m.

PL183 Decisions

183.1 Decisions by Epping Forest District Council

The decision notices for January 2025 were NOTED.

PL184 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL185 Enforcement and Compliance

No reports had been received.

Signed:

Date: 3 March 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 3 March 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

2 Members of the public.

PL186 Apologies for Absence

Apologies for absence were received from Cllrs Murphy and Riley for this meeting. The Planning Committee Clerk reported that no substitutions had been made.

PL187 Declarations of Interest

Cllr Minhas declared a non-pecuniary interest in planning application EPF/0352/25 – 43 Alderton Hill, as he knows the owners of this property.

The Committee declared a non-pecuniary interest in planning applications: EPF/0333/25 – 3 Brooklyn Avenue, EPF/0399/25 – 94 York Hill, EPF/0329/25 – 6 Audley Gardens, EPF/0012/25 – 26 Station Road, and EPF/0289/25 – 66 Englands Lane, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL188 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 17 February 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL189 Matters for Report

There were no matters to report.

The Committee AGREED to bring forward planning application, EPF/0289/25 – 66 Englands Lane, as members of the public present at the meeting were interested in this item.

PL190 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

190.1 Full Planning Permission:

Application No: EPF/0289/25

Officer: Yee Cheung

Location: 66 Englands Lane, Loughton, IG10 2QQ

Proposal: Demolition of existing house and erection of two x 3 bedroom two storey semi-detached houses and two parking spaces.

The Committee NOTED the contents of 14 letters of objection.

The Committee OBJECTED to this application on the grounds that this was a landmark historical property of great heritage in Englands Lane. The loss of such a characterful property would have a detrimental impact on the street scene and would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The property boundary fronts directly onto the highway with no pavement, it is located on the narrowest and busiest part of Englands Lane with a children's nursery located next door. This proposal would exacerbate highway safety issues on a road with existing congestion, speeding and parking problems.

The applicant refers to a now spent Appeal decision, which pre-dates the latest adopted Local Plan and that fails to recognise changes in the local area and current environmental pressures. This proposal needs to be considered afresh. It would not be sustainable to demolish the existing buildings and replace with completely new buildings resulting in the release of the embodied carbon dioxide into the atmosphere. The proposal would also negatively impact the EF SAC caused by the additional vehicle movements involved with such proposed demolition.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0269/25

Officer: Yee Cheung

Location: Unit A, The Landmark, 32 Barrington Green, Loughton, IG10 2BA

Proposal: Change of use of Unit A, into training, dance studio, associated incidental uses, and installation of AC unit.

The Committee had NO OBJECTION to the proposed Change of Use.

However, members expressed concern with regard to the mechanical provisions for this application.

There is no ventilation strategy mentioned. As highlighted in the previous application the doors and fenestration would be closed to prevent noise pollution. Hence, a mechanical plant is required. The Noise Impact Assessment does not appear to provide 3D noise modelling.

The A/C plant is very close to the residential units immediately above and the siting of the unit in the corner stairwell could funnel the noise towards the residential units on the far side. The ventilation plant would also require 3D modelling.

If minded to approve this application, the Committee requested that the Planning Officer ascertain that the ventilation plant and the A/C unit are properly designed, sited and shielded to meet Policy DM21 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which relates to Local environmental Impacts, Pollution and Land Contamination.

Application No: EPF/0304/25

Officer: Caroline Brown

Location: 275-277 High Road, Loughton, IG10 1AH

Proposal: Change of use from restricted Class E (Restaurant with Ancillary Takeaway and no other purpose) to un-restricted Class E.

The Committee OBJECTED to this application stating it was too opaque. No reason for the change of use had been provided. Further information was required on the intended use for the Committee to properly consider this proposal.

Application No: EPF/0354/25

Officer: Rhian Thorley

Location: National Westminster Bank Plc, 102 High Road, Loughton, IG10 4AS

Proposal: The replacement of the external ATM.

The Committee OBJECTED to this application stating the existing poor stonework repair had not fulfilled Policy DM9. The applicant needed to restore the historical character of this landmark building.

Whilst members had no objection, in principle, to the replacement of the ATM, a condition should be imposed for the stone repair to match the original and to be inspected upon completion.

190.2 Householder Planning Permission:

Application No: EPF/0012/25

Officer: Klajdi Koci

Location: 26 Station Road, Loughton, IG10 4NX

Proposal: Construction of an ancillary garden structure, serving as a home office.

(Construction had commenced, now paused until application determination).

The Committee NOTED the contents of a letter of objection.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application. The structure is sited right against the boundary, resulting in the roof negatively impacting the neighbour at no.28. As the land is higher to the rear the structure sits up, appearing a lot higher and oppressive when viewed from Brook Road, causing harm to the amenity of residents in Brook Road. This is contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The building should be moved sufficiently away from the fence and a tall screen of evergreen plants/trees be planted to mask the building, as recommended by the Tree & Landscaping Officer. Furthermore, the large roof area, which is visible from the upper floor of no.28, should be a green roof (not artificial grass).

Application No: EPF/0262/25

Officer: Suleman Uddin

Location: 14 Southern Drive, Loughton, IG10 3BU

Proposal: Part first floor rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0285/25

Officer: Samuel Finnis

Location: 9 Swan Lane, Loughton, IG10 4QW

Proposal: Erection of two storey rear extension (renewal of lapsed consent EPF/2742/21).

The Committee had NO OBJECTION to this application.

Application No: EPF/0310/25

Officer: Klajdi Koci

Location: 26 Station Road, Loughton, IG10 4NX

Proposal: Demolition of existing extensions, reverting back to the original house footprint. Construction of extensions at the front, side, and rear, on the ground and first floors. Construction of a roof extension and dormer windows to suit the extensions.

The Committee OBJECTED to this application on the grounds that the proposed street elevation was not befitting the quality of the existing street scene, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The side extension proportion is very lumpy, and the windows are too narrow for the width of the extension. The street elevation would benefit, as a suggestion, from wider windows and a hip roof.

The proposed porch appeared like a cheap add-on. It would benefit, as a suggestion, from a round window and a hip roof.

An alternative better design from the applicant would be welcome, preferably one that would improve the street scene, which this proposal does not. It would also sit better next to the charming and characterful vintage property to the left which is so typical of this part of Station Road. Currently this application overlooks with the side dormer and negatively impacts and detracts from it.

The side dormer should have tiled cheeks to avoid the use of render above the first floor. The rear dormer should be moved away from the party wall line at a similar distance as the adjoining neighbour.

Application No: EPF/0327/25

Officer: Klajdi Koci

Location: 140 Borders Lane, Loughton, IG10 3SB

Proposal: Proposed single-storey rear and side extension with a flat roof and rooflights. New fenestrations.

The Committee OBJECTED to this application. Bolting on the side extension without a setback would be detrimental to the street scene and contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design.

The front of the side extension needs to be set back by at least 225mm (1 brick) for hierarchy and to allow the fascia plus the render to terminate against the side wall (i.e. not proud of the main facade).

Application No: EPF/0329/25

Officer: Samuel Finnis

Location: 6 Audley Gardens, Loughton, IG10 2EL

Proposal: First floor side extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it would be out of keeping, changing the character of the street scene. The first floor extension was too tight to the boundary of the neighbouring property. Although the first floor side extension has reduced the reasons for refusal still apply. The side extension should remain as a single storey.

Members considered the plans submitted to be ambiguous, with some drawings showing the ridge line being raised while others do not. Any raising in height of the ridge line would imbalance the roofline with that of the neighbour and be unacceptable in townscape terms, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0333/25

Officer: Mohinder Bagry

Location: 3 Brooklyn Avenue, Loughton, IG10 1BJ

Proposal: Loft conversion with hip to gable, rear dormer and 4 number roof lights to the front roof slope.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it was an overdevelopment, by reason of its height and bulk.

The first floor addition and gable roof would be detrimental to the visual amenity of this part of the street scene, particularly as this dwelling is sited on a corner, projecting further than its neighbours, in a road characterised by bungalows. Any further loss of bungalows would be harmful to the area, reducing housing choice, particularly for people with disabilities, contrary to Policy H1(E) Housing Mix and Accommodation Types, of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0339/25

Officer: Kelly Sweeney

Location: 94 York Hill, Loughton, IG10 1JA

Proposal: Removal of rear additions & conservatory & replace with staggered two storey gable ended rear extension. Demolish & rebuild garage in same style as existing but with traditional doors, pitched roof & low profile roof lights.

The Committee NOTED the contents of two letters of objection.

The Committee OBJECTED to this application stating it failed to address sufficiently its previous comments and the refusal reasons of the local planning authority.

The rear extensions are far too large when they should be subservient to the main dwelling. The extra bulk dominates the dwelling causing harm to this part of the York Hill Conservation Area.

The latest submission is not much different in form and massing from the initial application, failing to address the neighbour's (no. 96-98's) concerns with regard to the additional bathroom windows to the side. All the concerns could be easily avoided if the applicant takes serious consideration of the comments from the Planning Committee and the reasons for refusal from the previous applications, (EPF/2399/24 and EPF/0899/24). The retention of the bedroom (next to 96-98) without elongating would also maintain the side outlook from the patio of no. 96-98.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0348/25

Officer: Rhian Thorley

Location: 36 Roding Gardens, Loughton, IG10 3NH

Proposal: Proposed First Floor Rear extension and proposed loft conversion incorporating rear Dormer and raising off existing roof by 400mm.

The Committee had NO OBJECTION to this application. However, members expressed concern that there was insufficient headroom in the loft extension, which did not meet Building Regulations standards. Should approval be granted, the Committee requested a condition for materials to match the original, to ensure Policy DM9 is fulfilled.

Application No: EPF/0353/25

Officer: Sukhvinder Dhadwar

Location: 8 Barfields Path, Loughton, IG10 3JJ

Proposal: Proposed ground and part 1st floor rear extensions to an existing dwelling.

The Committee OBJECTED to this application on the grounds that the rear extension should be reduced to 3m or the footprint reshaped to prevent intersecting the 45 degree line from the neighbour's ground floor window.

190.3 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/0352/25

Officer: Yee Cheung

Location: 43 Alderton Hill, Loughton, IG10 3JD

Proposal: Variation of condition 2 'plan numbers' of EPF/0754/24 (Demolition of existing house and construction of new detached dwelling).

The Committee had NO OBJECTION to this application. However, members expressed concern that the proposed fenestration would not befit the quality of the street scene, the change from timber sliding sash to steel windows (Crittall) was more synonymous with Georgian style City architecture.

190.4 Consent under Tree Preservation Orders:

Application No: EPF/0316/25

Officer: Robin Hellier

Location: 17 Tycehurst Hill, Loughton, IG10 1BX

Proposal: TPO/CHI/02/70/A1

T1: Hornbeam - Selective prune of overhanging branches back to boundary line, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

190.5 Deemed Permission and Others— provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0298/25

Officer: Mohinder Bagry

Location: 18B York House, York Hill, Loughton, IG10 1RL

Proposal: Approval of Details Reserved by Condition 4 foundation details of EPF/2161/24. (Ground floor side extension).

Application No: EPF/0321/25

Officer: Suleman Uddin

Location: 82 Algers Road, Loughton, IG10 4ND

Proposal: Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer.

**** The dormer is too wide. It should be set back much more from the side elevation and moved away from the party wall to avoid future terracing of dormers. Overlooking would result from the top floor full height doors.**

Application No: EPF/0355/25

Officer: James Rogers

Location: 152 River Way, Loughton, IG10 3LL

Proposal: Prior approval for a 6.0m deep single storey rear extension, height to eaves 2.90m, and maximum height 3.34m (FAST TRACK).

Application No: EPF/0361/25

Officer: Kelly Sweeney

Location: 13 Stanmore Way, Loughton, IG10 2SA

Proposal: Application for approval of details reserved by conditions 10 Hard and Soft Landscaping and 14 Surface Water Drainage of EPF/1312/24. (Demolition of existing house to erect new build with basement and second floor - resubmission of refused application EPF/0577/24).

PL191 Decisions

191.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL192 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL193 Enforcement and Compliance

No reports had been received.

Signed:

Date: 17 March 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 17 March 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy J Riley C Ubah

Also present: Cllr D Wixley
Cllr S Fontenelle (arrived during minute no PL198.1)

Officers: Debra Paris (Planning Committee Clerk)

9 Members of the public.

PL194 Apologies for Absence

No apologies for absence were received for this meeting.

PL195 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/0064/25 – 2 The Uplands and EPF/0313/25 – 4-4a Valley Hill, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Riley declared a non-pecuniary interest in planning applications EPF/0423/25 - 147 High Road, as was a client of this company; and EPF/0465/25 – 20 Albion Park, as he lives nearby.

Cllr Wixley declared a non-pecuniary interest in planning application EPF/0313/25 – 4-4a Valley Hill. He explained to members of the public present, that he was attending the meeting in his capacity as a Whitebridge Ward Councillor as a representative, this site being located within that ward. However, not being a member of the Planning Committee he would not be able to vote on this application.

PL196 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 3 March 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL197 Matters for Report

There were no matters to report.

PL198 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

198.1 Full Planning Permission:

Application No: EPF/0064/25

Officer: Muhammad Rahman

Location: 2 The Uplands, Loughton, IG10 1NH

Proposal: Proposed new self-build dwelling (resubmission of EPF/2928/20).

The Committee NOTED the contents of 7 letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that it failed to sufficiently address the previous refusal reasons for EPF/2928/20, of the local planning authority which were upheld by the Appeal Inspector.

The application was considered to be garden grabbing. Dwellings on The Uplands are substantial in the main and set in large plots, this proposal offers minimal changes to the dimensions of the previous application and would therefore be out of keeping with the street scene, negatively impacting the character of The Uplands. It would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

Members noted that no plan showing the proposed dwelling, and the surrounding buildings had been submitted. This would have illustrated the proximity of the proposed to the existing properties. However, the rear garden would be quite short, sited only a short distance from the boundary with the rear garden of 4 The Uplands and immediately adjacent to the boundary with the rear garden of no 2 The Uplands. This would increase the sense of enclosure felt by occupiers when using those gardens, adversely affecting their outlook, and harming the living conditions of occupiers of those properties.

The proposed window at the rear, while sited at 1.7m, no statement is included as to whether this would be closed or frosted. This window would overlook many of the houses along The Uplands, impacting privacy, and raising the question of whether it would be appropriate for the residents of the new dwelling.

The proposed parking width should be increased from 2.5 to 3m as per the Essex County guidelines (for between structures), to ensure it would accommodate a standard/medium sized car without having to resort to parking in the street. The house footprint would therefore have to be reduced accordingly.

The proposal would have an adverse effect on flood risk in the area with regard to surface water flooding. As a result, it would not be in accordance with LP Policy DM16 which seeks, amongst other things, to ensure that surface water is managed using the most appropriate sustainable drainage solution.

The proposal offers no biodiversity gain. The application fails to mention that a mature garden was stripped bare before the previous application was submitted causing a negative impact on wildlife. This area is known to have a Stag Beetle population that has been reported to the City of London Environmental Department and the Peoples Trust for Endangered Species. The proposal would also negatively impact the EF SAC caused by additional vehicle movements.

Members understand that the applicant no longer owns the property at no 2 The Uplands, which would therefore invalidate the right to the proposed self-build criteria.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Cllr Fontenelle arrived during the above item. He confirmed that he had no Declarations of Interest for any agenda items and that he would not be recording the meeting.

Application No: EPF/0313/25

Officer: Alex Sadowsky

Location: 4-4a Valley Hill, Loughton, IG10 3AA

Proposal: Demolition of existing buildings/structures and erection of 3 no. two-storey buildings to provide 1 no. commercial (Class E) unit fronting Valley Hill with a 2 bed flat above, 2 no. 2 bed dwellings at rear, and 2 no. 2 bed dwellings fronting Malvern Gardens.

The Committee NOTED the contents of 7 letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application stating it was an overdevelopment of the site. The proposal represented filling in back gardens and would create a negative impact on the street scene.

Previous applications for far smaller developments at this site (planning applications EPF/0858/13 and EPF/2229/14), were refused in 2013 and 2014. This proposal, which is larger in scale, fails to address those reasons for refusal, i.e., overdevelopment, poor design, harm to residential amenity, and flood risk.

According to the application EPF/2229/14 for two houses on land (used for garages) of 2 Malvern Gardens, the application was refused due to Flood Risk Zone 2 (as the sole reason). The flood risk map indicated that the houses on the north side of Malvern Gardens were located in this zone and the land dips down towards the rear gardens where it is at most risk.

The Planning Statement includes a section on Flood Risk but only addresses the surface treatment and drainage, not the level at which the proposed dwellings would sit. The flood risk would increase due to climate change.

Unless the planning policy has changed the application will be subject to the same reason for refusal. In particular, the units 3 and 4 are 60cm below the pavement of Malvern Gardens. Members noted that there was no information on the surface water and foul drainage for these units below the adjacent street/road levels. It is not clear from the map at what level the flood water level is/will be. Any development would have to take this into account. For example the construction could be raised to mitigate the flooding of the ground floor, however, this may create other planning problems.

The proposed dwelling on Malvern gardens is forward of the general building line. Aligning with the existing building line by moving the proposed dwelling into the garden would likely create other issues.

Heat pumps are not included in the drawings. Siting of these can be critical to avoid nuisance to neighbours' amenity, or the usage of one's own garden, impacting the amenity of the residents of these dwellings.

Given that the development is for 5 units/ 25 inhabitants, the Transport and Design Statements in proposing non-car usage are not practical. Hence on-site parking is necessary. This area already suffers from severe parking stress, which would be exacerbated by the loss of existing garages and the increase in number of residents.

The proposal affords a high risk of security from crime for units 3, 4 and 5. Units 3 and 4 would have a poor outlook from the ground floor habitable spaces (living, dining and sleeping). The ground floor rooms rely heavily on rooflights for daylight. Inadequate rear gardens (3.3 to 3.5m deep) are proposed, regardless of the green roof.

The ground floor plan is deceptive in that the first floor overhangs the garden. It should be noted that the ground and first floor plans do not correlate fully. The garden for No.3 would be gloomy as it is very much in a well.

Although refuse storage is provided it is too far away from the road and the filled bins would have to be wheeled up a ramp of approximately 11m long/rise of 900mm. Loughton domestic refuse collection is collected on the pavement.

The flat above the commercial unit has inadequate space at the entrance.

Rainwater downpipes should not discharge into the 2 Valley Hill plot.

The zinc clad building on Malvern Gardens would be wholly out of character with the remainder of the street. Materials should be changed to something more sympathetic.

Units 3 and 4, by reason of their bulk, height and proximity, represent unacceptable back land development; they would provide an inadequate standard of amenity and should be deleted from the scheme. These dwellings would be too close to neighbours resulting in overlooking and noise pollution, negatively impacting the amenity of those neighbours.

The proposal would be contrary Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

The Committee AGREED to consider the following two applications, EPF/0406/25 and EPF/0407/25, together as they were linked.

Application No: EPF/0406/25

Officer: Rhian Thorley

Location: Footpath outside 222 High Road Loughton (Easting (x) 542322; Northing (y) 196358)

Proposal: Installation of 1No. BT Street Hub Unit and associated advertisement panels on either side of the unit.

Consent to Display an Advertisement:

Application No: EPF/0407/25

Officer: Rhian Thorley

Location: Footpath outside 222 High Road Loughton (Easting (x) 542322; Northing (y) 196358)

Proposal: Advertisement consent for Installation of 1No. BT Street Hub Unit and associated advertisement panels on either side of the unit.

The Committee OBJECTED to these applications stating the proposed street hub and associated advertisement panels at 3m high was excessive. The proposal would result in a negative impact, caused by light pollution, on the amenity of residents living in the dwellings above the retail outlets on this part of the High Road.

The position of the illuminated hub at this location on the High Road was highly inappropriate. It would be too close to the junction / crossing creating a dangerous distraction to drivers.

Members considered a much smaller screen sited on a nearby wall would be less intrusive on the streetscape and less distracting for drivers.

The Committee also considered that, with the upward trend in mobile screen time continuing, the estimated number of advertisements viewed daily across all media, by an average person in the UK, could reach to nearly 25,000 by 2028, mainly driven by increased mobile usage and digital ad saturation. With that in mind, the Committee questioned if an application such as this was either necessary or appropriate for the High Road at all.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

198.2 Householder Planning Permission:

Application No: EPF/0357/25

Officer: Suleman Uddin

Location: 8 The Greens Close, Loughton, IG10 1QE

Proposal: Single storey rear extension.

The Committee OBJECTED to this application on the grounds of the proposed depth. The rear extension of the adjoining neighbour was approximately 3.4m.

Members considered the existing kitchen/dining room could be integrated into a shorter extension. The removal of the existing rear wall and integration would also introduce much needed daylight into the middle area.

Application No: EPF/0359/25

Officer: Rhian Thorley

Location: 49 Lower Park Road, Loughton, IG10 4NB

Proposal: Demolition of existing rear extension and construction of a single-storey rear and side infill extension. Extension of existing dormer at second floor. Changes to fenestration at side and rear.

The Committee had NO OBJECTION to this application.

Application No: EPF/0372/25

Officer: Rhian Thorley

Location: 28 Ollards Grove, Loughton, IG10 4DW

Proposal: Proposed basement under previously approved extension scheme under reference EPF/0941/24.

The Committee OBJECTED to this application, supporting the holding objection of the Tree & Landscaping Officer, contrary to Policy DM5 of the Epping Forest District Local Plan 2011-2033 (2023), for an Arboricultural Report to be provided in respect of this proposal.

Application No: EPF/0378/25

Officer: Muhammad Rahman

Location: 32 The Avenue, Loughton, IG10 4PX

Proposal: Garage Extension, Rear Single Storey Extension, Loft Conversion.

The Committee OBJECTED to this application on the grounds that the proposed large dormer windows would have a detrimental effect on the street scene, resulting in the property being out of character with other houses in the road. The dormers would also create a negative impact on the amenity of neighbours on both sides.

Application No: EPF/0394/25

Officer: Rhian Thorley

Location: 40 Marjorams Avenue, Loughton, IG10 1PU

Proposal: Single storey outbuilding for ancillary use.

The Committee OBJECTED to this application on the grounds that the outbuilding was excessively tall and wide. Members also supported the HOLDING OBJECTION of the Tree & Landscaping Officer, for this application, on the grounds that it is contrary to Policy DM5 of the Epping Forest District Local Plan 2011-2033 (2023).

Application No: EPF/0403/25

Officer: Rhian Thorley

Location: 62 Wellfields, Loughton, IG10 1NY

Proposal: Two storey rear and side extension.

The Committee OBJECTED to this application, stating it was similar to the previous refused application EPF/2548/24. The major objection is to the depth of the rear extension against the party wall. The extension is too close to the first floor window and would impact the amenity of the neighbour at no.60.

Application No: EPF/0444/25

Officer: Mohinder Bagry

Location: 16 Kenilworth Gardens, Loughton, IG10 3AG

Proposal: Rear single storey extension and single storey side extension, change of existing flat roof to pitched with gable end and addition of rooflights.

The Committee OBJECTED to this application on the grounds of the depth of the extension. The property has already been extended to approximately

2.5m from the main rear wall. This would dramatically exceed the 45 degree projection from the neighbour's bay window. The elevation adjoining no.14 should be within the permitted dimension.

Application No: EPF/0454/25

Officer: Mohinder Bagry

Location: 39 Barfields, Loughton, IG10 3JH

Proposal: Proposed two storey side and part rear extension, single storey rear extension and extended front porch.

The Committee OBJECTED to this application, reiterating its previous objection, Min no PL112.1, which was:

"The Committee OBJECTED to this application on the grounds that the proposal would create a terracing effect, negatively impacting the street scene and setting a precedent for the neighbour to do the same."

The rear extension (against No.37) intersects with the sightline from No.37. It needs to be reduced to 3m to negate the impact on the neighbour.

The proposed balcony at first floor level was unacceptable as it would result in overlooking of the neighbour."

Members considered a hip end roof would be preferable for this proposal.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee, should the Local Planning Authority deem this application suitable to be referred for a decision.

198.3 Consent to Display an Advertisement

Application No: EPF/0423/25

Officer: Rhian Thorley

Location: 147 High Road, Loughton, IG10 4LY

Proposal: 1 x Fascia Sign (Sign A), 1 x Fascia Sign (Sign B), 1 x Window Vinyl (Sign C), 1 x metal sign to the right of the main door (Sign D), 1 x Fascia Sign (Sign E), 1 x Fascia Sign (Sign F), 1 x Fascia Sign (Sign G), 1 x Window Vinyl (Sign H), 1 x Window Vinyl (Sign J), 1 x sign on gate (Sign K) and 1 x A-Board (Sign L).

The Committee had NO OBJECTION to this application.

198.4 Consent under Tree Preservation Orders:

Application No: EPF/0402/25

Officer: Robin Hellier

Location: 86 Homecherry House, High Road, Loughton, IG10 4QU

Proposal: TPO/EPF/09/82 (Ref: T2, T3)

T1, T2: Sycamore - Crown reduce to previous pruning points, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Members drew the attention of the Tree Officer to the ivy covering this tree, which they considered should be removed as it was likely to impact the health of this protected tree.

Application No: EPF/0465/25

Officer: Robin Hellier

Location: 20 Albion Park, Loughton, IG10 4RB

Proposal: TPO/EPF/05/87

T1: Horse Chestnut - Crown reduce to previous points, as specified.

TPO/EPF/27/88

T6: Willow - Crown reduce to previous points, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

198.5 Deemed Permission and Others— provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0376/25

Officer: Klajdi Koci

Location: 91 Willingale Road, Loughton, IG10 2DD

Proposal: Certificate of Lawful Development for a proposed loft conversion with rear dormer, Juliet balcony and front skylights.

**** The dormer is too wide. It should be set back from the side elevation and moved away from the party wall to avoid future terracing of dormers. Members believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0380/25

Officer: Rhian Thorley

Location: 10 Spareleaze Hill, Loughton, IG10 1BT

Proposal: Application for approval of details reserved by condition 4 'Construction Management' on planning application EPF/2105/24 (Prior approval for the formation of a first floor utilising the same design as the original house. The proposed upward extension will be formed on the principal part of the dwelling finished in facing brick to match the existing property. The upward extension maintains the same fenestration detailing as the original property as well as the same profile as the original roof form).

Application No: EPF/0384/25

Officer: Klajdi Koci

Location: 17 Austen Close, Loughton, IG10 3TX

Proposal: Certificate of lawful development for a proposed addition of a new rear window.

Application No: EPF/0391/25

Officer: Mohinder Bagry

Location: 15 Drayton Avenue, Loughton, IG10 3DF

Proposal: Certificate of Lawful Development for proposed hip to gable loft conversion with rear dormer and front roof lights.

**** Members believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0401/25

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 11 (Biodiversity Enhancement Strategy) on planning permission EPF/0035/24 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

Application No: EPF/0417/25

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 10 External Finishes on planning permission EPF/0035/24 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

Application No: EPF/0427/25

Officer: Klajdi Koci

Location: 11 Brooklyn Avenue, Loughton, IG10 1BL

Proposal: Certificate of lawful development for hip to gable roof extension and rear dormer in connection with a loft extension.

Application No: EPF/0433/25

Officer: James Rogers

Location: 17 Habgood Road, Loughton, IG10 1HF

Proposal: Prior approval for a 5.0m deep single storey rear extension (height to eaves 2.30m and maximum height 2.80m).

Application No: EPF/0455/25

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by condition 9 (Hard and Soft Landscaping) on planning permission EPF/0035/24 (Redevelopment of the site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development (Revised Scheme to EPF/1204/22).

PL199 Decisions

199.1 Decisions by Epping Forest District Council

The decision notices for February 2025 were NOTED.

PL200 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL201 Enforcement and Compliance

No reports had been received.

PL202 Addendum Agenda Item

202.1 Councillor Request for Leave of Absence

Members AGREED the request from Cllr Obaseki for a 3 month period leave of absence on medical grounds.

Signed:

Date: 31 March 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 31 March 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: J Riley (in the Chair)
W Dodd K-W Lee C Ubah
D Wixley (as substitute for Cllr Davies)
M Stubbings (as substitute for Cllr Murphy)

Also present:

Officers: Debra Paris (Planning Committee Clerk)

7 Members of the public.

PL203 Apologies for Absence

Apologies for absence were received from Cllrs Davies, Minhas and Murphy. In the absence of Cllr Davies, Cllr Riley would therefore chair this meeting. The Planning Committee Clerk reported that Cllrs Wixley and Stubbings had been nominated as respective substitutes for Cllrs Davies and Murphy for this meeting.

PL204 Declarations of Interest

The Committee declared a non-pecuniary interest in planning applications: EPF/0323/25 – The Lodge, Goldings Hill and EPF/0489/25 – 69 Church Hill, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association (LRA).

Cllr Wixley declared a non-pecuniary interest in the following:

- Planning application EPF/0323/25 – The Lodge, Goldings Hill, the speaker, present at the meeting, for this proposal is known to him, having previously been a fellow District Councillor for Loughton Fairmead Ward.
- Planning application EPF/0489/25 – 69 Church Hill. Neighbours present for this application were known to him, having attended an EFDC Planning site visit for a previous planning application, at which they were also present.
- Planning applications EPF/0476/25, EPF/0514/25 and EPF/0475/25 (Others) - all applications in respect of 25 Upper Park. Cllr Wixley knows the architect attending this meeting, who had made previous presentations to Area Plans South Committee, on which he sat, during his time as a District Councillor.

The Committee also declared a non-pecuniary interest in planning application: EPF/0323/25 – The Lodge, as they were acquainted with the speaker for this matter, who was also a member of the LRA.

PL205 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 17 March 2025 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward the following planning applications, as members of the public present at the meeting, were interested in these matters: EPF/0323/25 – The Lodge, Goldings Hill, EPF/0489/25 – 69 Church Hill and EPF/0476/25. EPF/0514/25 and EPF/0475/25 – all for 25 Upper Park.

PL206 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

206.1 Full Planning Permission:

Application No: EPF/0323/25

Officer: Samuel Finnis

Location: The Lodge, Goldings Hill, Loughton, IG10 2RY

Proposal: Extensions to existing lodge and erection of two new detached houses fronting Goldings Road.

The Committee NOTED the contents of 5 letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application. The Lodge is a well-known landmark building, included on EFDC's list of locally listed buildings for Loughton (no 41). It is located on a prominent corner, just across from the Special Area of Conservation. This proposal would have a deleterious effect on the street scene, caused by loss of character. The proposed extension to The Lodge, a modern box stuck on the side of a heritage property, would be totally out of keeping.

The proposed two further dwellings fronting Goldings Road represent an overdevelopment of the site. There was concern for the negative impact these new dwellings would have on the amenity of neighbours, through loss of light. They are large family homes of 4 bedrooms, with gardens that are too small for the property sizes and would result in a lack of amenity space for the residents of the new dwellings. They are of poor design, and their height and bulk would be out of keeping. The design of any new development should complement the existing building. The proposed frontage is of poor design and unsympathetic to the existing (The Lodge). It would not add to or enhance the street scene. If this was a new development it might be acceptable, but it is inappropriate for this heritage site.

The proposal would be contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) which requires a high-quality design, and for developments to relate to the local character of the area and make a positive contribution to a place.

The proposed additional properties would create highway safety issues on Goldings Road. The two additional parking spaces and their layout would lead to reversing off the drive onto what is a very busy road, which attracts vehicles travelling at high speeds. Existing parking problems would be exacerbated on this rather narrow road.

The proposal would impact on the trees and hedgerows at this site, which the application fails to properly address. The plans reiterate rules and guidelines which they say they have met but fail to provide any evidence on this aspect of the proposal. Removal of hedges is mentioned, but the reports do not state how their removal would enhance environmental conditions. There is a very prominent Oak and Pine tree that are both

important assets to the site and require protection, again this has not been sufficiently demonstrated. This would be contrary to Policy DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The application site is close to the Forest and would have a deleterious effect on the SAC, contrary to the Local Plan (Policy DM2). Any additional dwelling that leads to more traffic in the SAC is unacceptable. The additional dwellings would also result in more pressure for the overstressed recreational services and subsequent damage to the SAC. No S106 planning obligation agreement has been provided for this proposal to mitigate these effects.

Overall, this application is an overdevelopment. A single medium-sized, two-storey dwelling, with ample distance from the neighbours, an adequate garden and parking provision, to prevent any highway issues and create proper amenity space for the residents of the new property, would be more acceptable. It would also allow the retention of the open green space at this site.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Should the local planning authority be mindful to approve this application, the following conditions would be requested:

This development would give rise to a lot of deliveries, times would have to be curtailed to mitigate tailbacks on this very busy thoroughfare (the A121 Epping to London road), it would need to go far beyond “Working Time Conditions” to mitigate this.

There would be heavy land excavation, so it would require a wheel-washing condition, to maintain highway safety on this busy road.

Application No: EPF/0489/25

Officer: Sukhvinder Dhadwar

Location: 69 Church Hill, Loughton, IG10 1QP

Proposal: 4no 3 bedroom houses in total, in a terrace configuration.

The Committee NOTED the contents of 2 letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application. This is the eleventh application submitted for development at this site. Members are disappointed that the applicant persists in attempting to add more bulk to this proposal.

The increase in bulk to the rear is unacceptable, projecting too far into the garden for the three new properties. The rear bulk would dominate the other adjacent homes and would prevent residents in those properties from proposing similar extensions.

The monolithic side walls would dominate the neighbouring properties to the detriment of their amenity.

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

The Committee AGREED to consider the following three applications for 25 Upper Park, in order, dealing with each separately.

Householder Planning Permission:

Application No: EPF/0476/25

Officer: Suleman Uddin

Location: 25 Upper Park, Loughton, IG10 4EY

Proposal: Proposed single storey rear extension and minor alterations to the first floor rear window.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that as the roof is lower, a green/sedum roof would improve the view from the neighbour's first floor windows as well the applicants' windows. Members confirmed that they would waive their objection if the applicant agreed to this amendment.

Application No: EPF/0514/25

Officer: Suleman Uddin

Location: 25 Upper Park, Loughton, IG10 4EY

Proposal: Proposed two storey side extension.

A member of the public addressed the meeting.

The Committee OBJECTED to this application stating this was an attractive characterful house. The roof style was out of keeping and contrary to policy DM9. It would be preferable for the roof to be either hip end, or a slight gable end, or mansard style to complement the existing frontage. The proposed garage glazing was also too modern and out of keeping. It this could be improved to match the existing it would be better. The Committee would waive its objection if the applicant agreed to these amendments.

The architect was also advised that drawing no.2024.042.PA 15, showing existing and proposed section FF was incorrect. The architect agreed, confirming this was an error and would be removed from the drawings.

**Deemed Permission and Others – provided for information only:
(Members are reminded that comments are not normally accepted on these applications).**

Application No: EPF/0475/25

Officer: Suleman Uddin

Location: 25 Upper Park, Loughton, IG10 4EY

Proposal: Certificate of Lawful Development for a proposed hip to gable and rear dormer.

A member of the public addressed the meeting.

The Committee had NO COMMENT on this proposal.

PL207 Matters for Report

207.1 Notice of Appeal

207.1.1 EPF/2468/24 – 26 Ladyfields, Loughton, IG10 3RP. Proposal: Erection of new one bedroom, two person, two storey self-build dwelling attached to the existing house (Revised scheme to EPF/2398/22 dismissed at Appeal). (Appeal ref no: APP/J1535/W/25/3361237– Min no PL149.1)

The Committee strongly supported the refusal reasons of the local planning authority, Epping Forest District Council for this application, and reiterated its previous comments – Min no PL149.1, which were:

“The Committee OBJECTED to this application stating it was an overdevelopment of the site. The site could suitably accommodate an extension to the existing dwelling, but not a whole new property. The proposal extended beyond the existing building line and provided no amenity space. It would create a negative impact on the neighbour’s amenity at no.9 Colson Road. It would also create a terracing effect resulting in a negative impact to the street scene, setting a dangerous precedent. The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.”

207.2 Planning Re-Consultation

207.2.1 Householder Planning Permission

EPF/0070/25 – 69 Roundmead Avenue, Loughton, IG10 1PZ. Proposal: New two and single storey extensions to the rear, rear dormer, two front rooflights, new porch and internal alterations. Min no PL174.2

Members considered the proposed amendments, but believed they failed to address the issue of overlooking. The Committee OBJECTED to this application, supporting EFDC's refusal reasons for the previous application, EPF/1781/24, for this site and reiterating its previous comments, min no PL174.2, which were:

“The Committee OBJECTED to this application. The rear extension would impact the amenity of the neighbour. The proposed entrance lobby being wide and protruding further forward has covered the cantilever support and timber beam of the main gable. This would be detrimental to the street scene. The proposed entrance lobby should be separate and similarly glazed on all three sides as existing but could be slightly forward. The installation of insulation on the street elevation should be avoided as it would affect the window reveals, existing timber and the cantilever, altering the character. This was contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023) relating to good design. The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.”

PL208 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

208.1 Full Planning Permission:

See applications listed under Min no PL206.1 above.

208.2 Householder Planning Permission:

Application No: EPF/0545/25

Officer: Mohinder Bagry

Location: 64 Roding Road, Loughton, IG10 3EF

Proposal: Retrospective application for part single storey full width rear extension part double storey extension.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application stating the drawings do not reflect what has been built. Approval for a single storey rear extension was granted (EPF/0096/24), however, the applicant has included the rear double storey extension, which negatively impacts the amenity of the neighbours.

Application No: EPF/0547/25

Officer: Mohinder Bagry

Location: 62 Forest Road, Loughton, IG10 1EQ

Proposal: Ground Floor Rear Extension with two sky lights.

The Committee had NO OBJECTION to this application. However, members brought to the attention of the Planning Officer that the boiler flue (and maybe cooker extractor) is still discharging into the neighbour's plot.

208.3 Consent to Display an Advertisement

Application No: EPF/0448/25

Officer: Caroline Brown

Location: Hawke House, Old Station Road, Loughton, IG10 4PL

Proposal: Replacement sign on the building of Haslers at first floor level.

The Committee had NO OBJECTION to this application.

208.4 Consent under Tree Preservation Orders:

Application No: EPF/0481/25

Officer: Robin Hellier

Location: 1 Stony Path, Loughton, IG10 1SJ

Proposal: TPO/EPF/04/79

T24: Oak - Crown reduce by up to 2m, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

If, however, the District Council's arboricultural officers deem this application acceptable, whether with amendments or not, then the Committee was willing to waive its objection.

Application No: EPF/0492/25

Officer: Robin Hellier

Location: 4 Oakend House, Connaught Hill, Loughton, IG10 4DU

Proposal: TPO/EPF/28/89

T3: Oak - Crown reduce, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore objected to this application.

Members commented that part of the reason given in the application for the proposed works was due to disease, however, no evidence of this had been provided.

208.5 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications adding comments, where applicable, as below:

Application No: EPF/0456/25

Officer: Klajdi Koci

Location: 98 Colebrook Lane, Loughton, IG10 2HN

Proposal: Certificate of Lawful Development for the proposed demolition of existing dress dormers and construction of proposed full-width dormer to the rear of the property.

**** The dormer is too wide. It should be set back from the side elevation and moved away from the party wall to avoid future terracing of dormers. Members believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0460/25

Officer: Suleman Uddin

Location: 11 Roydon Close, Loughton, IG10 3DN

Proposal: Certificate of lawful development for a proposed loft conversion with rear box dormer including three roof lights.

**** The dormer is too wide. It should be set back from the side elevation and moved away from the party wall to avoid future terracing of dormers. Members believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0469/25

Officer: James Rogers

Location: 53 Colson Road, Loughton, IG10 3RL

Proposal: Prior approval for a 6.0m deep single storey rear extension, height to eaves 3.0m And maximum height 3.0m with materials to match that of the existing dwelling.

**** The 6m deep extension would negatively impact the neighbour's amenity. It should match the extension at no.55 and if allowed would set a dangerous precedent.**

Application No: EPF/0496/25

Officer: Mohinder Bagry

Location: 18B York House, York Hill, Loughton, IG10 1RL

Proposal: Application for approval of details reserved by Condition 4 'Foundation Details' on EPF/2161/24 (Ground Floor Side Extension).

Application No: EPF/0522/25

Officer: James Rogers

Location: 140 Grosvenor Drive, Loughton, IG10 2LE

Proposal: Prior approval for a 4.0m deep single storey rear extension, with height to eaves 2.30m and maximum height 2.70m. Knock through living room wall to create open plan living space and kitchen.

Application No: EPF/0527/25

Officer: Muhammad Rahman

Location: St Thomas More RC Church site, Willingale Road, Loughton, IG10 2DD

Proposal: Application for approval of details reserved by Condition 11 'Verification Report' on planning permission EPF/0304/19. (Redevelopment of site to provide 16 houses and 10 flats, including a new community hall (class D1/D2), associated parking, access, hard and soft landscaping and all ancillary works.

PL209 Decisions

209.1 Decisions by Epping Forest District Council

No decision notices have been received.

PL210 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL211 Enforcement and Compliance

No reports had been received.

Signed:

Date: 14 April 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 14 April 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee S Murphy
J Riley M Stubbings (as substitute for Cllr Minhas)

Also present:

Officers: Mark Squire (Town Clerk)
Debra Paris (Planning Committee Clerk)

1 Member of the public.

PL212 Apologies for Absence

Apologies for absence were received from Cllr Minhas. The Planning Committee Clerk reported that Cllr Stubbings had been nominated as his substitute for this meeting.

PL213 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications:

EPF/0595/25 – 68 Wellfields, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association; and

EPF/0588/25 – 66 Valley Hill, owing to comments received from Cllr Wixley, Loughton Town Councillor for Loughton Whitebridge Ward.

PL214 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 31 March 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL215 Matters for Report

215.1 Notices of Appeal

215.1.1 EPF/2462/24 – 22 Eleven Acre Rise, Loughton, IG10 1AN.

Proposal: Alterations to existing property, including: infill side extensions; changes to doors and windows; replacement roof; minor rear extensions at ground and first floor; formalisation of the existing flat roof wrap-around and incorporation of railings. (Appeal ref no: APP/J1535/D/25/3362399 – Min no PL149.2)

The Committee NOTED the information received from Epping Forest District Council.

215.1.2 EPF/0005/25 – 62 Forest Road, Loughton, IG10 1EQ.
Proposal: Ground Floor Rear Extension with two skylights. Ensuite at First Floor passing 45 degree rule (With Pitched Roof). (Appeal ref no: APP/J1535/D/25/3363292 – Min no PL174.2).

The Committee NOTED the information received from Epping Forest District Council.

215.2 Planning Re-Consultation

215.2.1 Householder Planning Permission

EPF/2364/24 – 52 Traps Hill, Loughton, IG10 1TD. Proposal: Redevelopment of existing garden to provide 2 no. additional dwellings. Min no PL171.1.1

A member of the public addressed the meeting.

The Committee had NO OBJECTION to this application.

Members thanked the speaker for attending the meeting and for having taken on board its previous comments, which had been addressed, with the inclusion for the proposed development to maintain a verdant green boundary reflecting the existing character at this site.

PL216 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

216.1 Full Planning Permission:

Application No: EPF/0595/25

Officer: James Rogers

Location: 68 Wellfields, Loughton, IG10 1NY

Proposal: Use of existing residential annexe as self-contained residential dwelling, along with rear extension to existing building, landscaping, the erection of boundary treatments, and the provision of car / cycle parking and refuse / recycling storage.

The Committee NOTED the contents of a letter of objection.

The Committee strongly OBJECTED to this application stating the annexe should remain as ancillary to the main dwelling, as laid out in condition 3 of planning application EPF/1087/24. Approving this proposal would set a dangerous precedent.

Members deplored the decision of the local planning authority to approve the above application, EPF/1087/24, in that the outbuilding was of sub-standard quality and should not have been allowed.

The Committee drew attention to its previous comments for planning application, EPF/1087/24, min no PL24.1, which were:

“The Committee ask for a legal agreement to ensure the accommodation remains ancillary, as a planning condition is too easy to overcome.”

216.2 Householder Planning Permission:

Application No: EPF/0588/25

Officer: Klajdi Koci

Location: 66 Valley Hill, Loughton, IG10 3AT

Proposal: Part first floor rear extension over ground floor extension with wider apex/gable roof.

The Committee NOTED the contents of a letter regarding this application.

Members deplored the retrospective nature of this application, noting that work had already begun at this site.

The Committee OBJECTED to this application stating incomplete plans had been submitted in respect of the proposal, resulting in the Committee being unable to judge the application accurately (although no changes are proposed to the front, no proposed front elevations were included).

The proposal would fail to enhance the street scene, contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The drawings indicate the removal of the parapet in liaison with the neighbour, but no evidence of this has been provided and no details of how they propose to offset the firebreak have been included, which contravenes building regulations.

216.3 Consent under Tree Preservation Orders:

Application No: EPF/0733/25

Officer: Robin Hellier

Location: Warren Hill House, Manor Road, Loughton, IG10 4RP

Proposal: TPO/EPF/04/74 (Ref: A1)

T1: Pine - Fell and replace, as specified.

NB The permitted specification of works is detailed in the conditions

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any application to fell such a protected tree. It therefore strongly OBJECTED to this application.

Members commented that this was a mature majestic tree, and the site forms part of the Conservation Area.

Application No: EPF/0749/25

Officer: Robin Hellier

Location: Warren Hill House, Manor Road, Loughton, IG10 4RP

Proposal: TPO/EPF/04/74 (Ref: A1)

2 x Redwood - Crown lift to 6-7m above ground level and reduce overhanging laterals by up to 2m, as specified.

7 x Conifers - Selective prune away from buildings by up to 3m, as specified.

NB The permitted specification of works is detailed in the conditions

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree. It therefore objected to this application.

These trees form part of the Conservation Area. No works should be undertaken on the Redwood. The trees provide natural habitats to many insects, birds and wildlife and should not be sanitised and urbanised.

216.4 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0550/25

Officer: Klajdi Koci

Location: 23 Hillyfields, Loughton, IG10 2JT

Proposal: Certificate of Lawful Development for a proposed loft conversion with hip to gable wall, rear dormer and three roof lights on front roof slope.

**** The dormer would impact the amenity of neighbours caused by overlooking. Members believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0549/25

Officer: James Rogers

Location: 23 Hillyfields, Loughton, IG10 2JT

Proposal: Prior approval for demolition of existing extension a 6.00m deep single storey rear extension, with height to eaves 3.00m and maximum height 3.65m.

**** The drawings provided failed to show elevations, so it was not possible to assess the impact on the neighbours.**

Application No: EPF/0552/25

Officer: James Rogers

Location: 9 Stonards Hill, Loughton, IG10 3EH

Proposal: Prior approval for a 4.00m deep single storey rear extension, with height to eaves 2.87m and maximum height 4.00m.

Application No: EPF/0572/25

Officer: Klajdi Koci

Location: 119 Burney Drive, Loughton, IG10 2DY

Proposal: Certificate of lawful development for a proposed single storey rear extension. Max eaves height of 3m. Maximum height less than 4m. Materials to match existing.

If you are viewing this report in an electronic format, click on the link below to view related documents including plans

Application No: EPF/0638/25

Officer: Klajdi Koci

Location: 39 Woodland Road, Loughton, IG10 1HQ

Proposal: Certificate of Lawful Development for proposed single storey side extension.

Application No: EPF/0730/25

Officer: James Rogers

Location: 17 Southern Drive, Loughton, IG10 3BU

Proposal: Prior approval for a 6.00m deep single storey rear extension, height to eaves 2.90m and maximum height 3.00m (The property already has a partial rear extension, but it does not make use of the full 6m. Currently 3.6m)

PL217 Decisions

217.1 Decisions by Epping Forest District Council

The decision notices for March 2025 were NOTED.

PL218 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL219 Enforcement and Compliance

No reports had been received.

Signed:

Date: 28 April 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 28 April 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee S Murphy
J Riley C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

1 Member of the public.

PL220 Apologies for Absence

Apologies for absence were received from Cllr Minhas. The Planning Committee Clerk reported that no substitute had been nominated for this meeting.

PL221 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning application, EPF/0060/25 – 15 Deepdene Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

PL222 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 14 April 2025 were CONFIRMED as a correct record and signed by the Chairman.

The Committee AGREED to bring forward planning applications EPF/0667/25 and EPF/0668/25, both in respect of 41 Wroths Path, as a member of the public present at the meeting had an interest in these items. Members further AGREED to consider both applications together as they were linked.

PL223 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

223.1 Householder Planning Permission:

Application No: EPF/0667/25

Officer: Alex Sadowsky

Location: 41 Wroths Path, Loughton, IG10 1SH

Proposal: Proposed garage conversion incorporating some external alterations.

223.2 Removal/variation of conditions - Section 73 TCPA

Application No: EPF/0668/25

Officer: Alex Sadowsky

Location: 41 Wroths Path, Loughton, IG10 1SH

Proposal: Variation to Condition 4 of EPF/0679/86 (Proposed development: Revised elevations and floor layout for 9 approved houses - Wroths Path, Loughton.)

A member of the public addressed the meeting.

The Committee had NO OBJECTION to these planning applications.

PL224 Matters for Report

224.1 Notice of Appeal

224.1.1 EPF/2593/24 – 97 Oakwood Hill, Loughton, IG10 3ER.

Proposal: Single storey rear extension and part double storey rear extension. (Appeal ref no: APP/J1535/ D/25/3363423 – Min no PL165.2)

The Committee NOTED the information received from Epping Forest District Council.

224.2 Request for Planning Pre-Application: The Last Post, 227 High Road

The Committee AGREED to a request from the applicant for the above planning application, to hear a pre-application for this proposal at its next meeting on Monday, 12 May 2025 at 7pm.

224.3 Determination of Planning Application EPF/0064/25 – Land Adjacent, 2 The Uplands, IG10 1NH.

The Planning Committee Clerk advised the Committee that the above matter, which members had objected to, was listed for determination at Epping Forest District Council before Planning Committee A, on Wednesday, 14 May 2025. Cllrs Davies and Riley confirmed that they should be available to attend the meeting to make representations on behalf of the Planning Committee.

PL225 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

225.1 Full Planning Permission:

Application No: EPF/0760/25

Officer: Kelly Sweeney

Location: 25 Carroll Hill, Loughton, IG10 1NL

Proposal: Demolition of the existing house and garage and erection of a new 3 storey family dwelling (2 full storeys and additional accommodation in roof space - no basement).

The Committee had NO OBJECTION to this application.

However, members expressed concern for the unnecessary demolition of the existing dwelling, which would negatively impact on the environment through carbon emissions, contrary to Policy DM21 Local Environmental Impacts, Pollution and Land Contamination of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The Committee requested that more substantial planting of trees and mixed hedges of native species be included in the proposed replanting scheme to offset the environmental impact of the proposed demolition, as laid out in Policy DM5 Green and Blue Infrastructure of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

225.2 Householder Planning Permission:

Application No: EPF/0637/25

Officer: Suleman Uddin

Location: 25 Church Hill, Loughton, IG10 1QP

Proposal: Demolition of existing garage and conservatory. Erection of single storey side and rear extension with rooflights. Cladding to gable ends and installation of flue and Juliette balcony.

The Committee had NO OBJECTION to this application.

Application No: EPF/0640/25

Officer: Samuel Finnis

Location: 41 Tycehurst Hill, Loughton, IG10 1BZ

Proposal: Proposed loft conversion, garage conversion and front porch.

The Committee had NO OBJECTION to this application.

Application No: EPF/0660/25

Officer: Klajdi Koci

Location: 15 Deepdene Road, Loughton, IG10 3PU

Proposal: Extensions to principal elevations of property relocating main entrance door.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it would destroy the street scene, eating into the neighbouring end of terrace house, and creating a negative impact on the neighbour's amenity.

The examples provided with this proposal, for Goldings Avenue and Rochford Green, have different and larger plot shapes. The proposed front extension would be forward of the terrace elevation and would break the symmetry with the mirror property at 20 Deepdene Road. The cladding and side feature window would also be out of character with the area. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0681/25

Officer: Suleman Uddin

Location: 41 The Crescent, Loughton, IG10 4PY

Proposal: Demolition of existing conservatory, garage and outside toilet. Erection of single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0757/25

Officer: Rhian Thorley

Location: 5 Summerfield Road, Loughton, IG10 4JF

Proposal: Single storey front and rear extension with alterations to the rear patio.

The Committee had NO OBJECTION to this application.

225.3 Consent under Tree Preservation Orders:

Application No: EPF/0772/25

Officer: Robin Hellier

Location: Rose Cottage 43 York Hill, Loughton, Essex IG10 1HZ

Proposal: TPO/EPF/03/87 (Ref: T8)

T1: Western Red Cedar - Fell and replace, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree and also objects to any

application to fell such a protected tree. It therefore STRONGLY OBJECTED to this application.

Members commented that the honey fungus could be cleaned from the tree and would not destroy it. The site forms part of the Conservation Area and this tree should be retained.

225.4 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0655/25

Officer: Klajdi Koci

Location: 3 Malvern Gardens, Loughton, IG10 3AD

Proposal: Certificate of Lawful Development for proposed rear extension and rear roof extension, dormer and front roof windows.

**** Members believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0722/25

Officer: Klajdi Koci

Location: 25 Longcroft Rise, Loughton, IG10 3NB

Proposal: Certificate of Lawful Development for proposed single storey rear extension.

Application No: EPF/0740/25

Officer: Klajdi Koci

Location: 70 The Crescent, Loughton, IG10 4PU

Proposal: Certificate of lawful development for a proposed hip to gable loft conversion with rear dormer with front roof lights.

Application No: EPF/0838/25

Officer: Rhian Thorley

Location: 28 Ollards Grove, Loughton, IG10 4DW

Proposal: Application for approval of details reserved by condition 4 (surface water) on planning permission EPF/0372/25 (Proposed basement under previously approved extension scheme under reference EPF/0941/24).

PL226 Decisions

226.1 Decisions by Epping Forest District Council

No decision notices had been received.

PL227 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL228 Enforcement and Compliance

No reports had been received.

PL229 Addendum Agenda Item

229.1 Councillor Request for Leave of Absence

The Committee AGREED to the request for a 3-month period leave of absence for Cllr House from 5 May 2025, due to medical reasons.

Signed:

Date: 12 May 2025

LOUGHTON TOWN COUNCIL

PLANNING AND LICENSING COMMITTEE

MINUTES of the Meeting held on Monday 12 May 2025 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court

Committee Members:

Councillors: C Davies (in the Chair)
W Dodd K-W Lee R Minhas
S Murphy J Riley C Ubah

Also present:

Officers: Debra Paris (Planning Committee Clerk)

4 Members of the public.

The meeting was preceded at 7pm by a pre-application presentation in respect of EPF/0781/25, 227 High Road, from Mr Mike Calder.

The Committee AGREED to bring forward planning applications EPF/0614/25 – 8 Ollards Grove, EPF/0781/25 – 227 High Road, and EPF/0696/25 – 8 Summerfield Road, after Confirmation of Minutes, as members of the public present at the meeting had an interest in these items.

PL230 Apologies for Absence

There were no apologies for absence for this meeting.

PL231 Declarations of Interest

The Committee declared a non-pecuniary interest in the following planning applications, EPF/0614/25 – 8 Ollards Grove and EPF/0781/25 – 227 High Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG), all Committee members being members of the Loughton Residents Association.

Cllr Riley declared a non-pecuniary interest in planning application EPF/0781/25 – 227 High Road, being a Director of Lopping Hall, which could be seen as a competitor to the business model included in this proposal.

PL232 Confirmation of Minutes

The Minutes of the meeting of the Planning and Licensing Committee held on 28 April 2025 were CONFIRMED as a correct record and signed by the Chairman.

PL233 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

233.1 Full Planning Permission:

Application No: EPF/0614/25

Officer: Caroline Brown

Location: 8 Ollards Grove, Loughton, IG10 4DW

Proposal: Demolition of existing site property for replacement with a three-storey residential development to create 7 dwellings, plus basement car parking.

The Committee NOTED the contents of two letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application on the grounds that it was overbearing, by reason of the proposed height and bulk which would be detrimental to this part of Ollards Grove and the wider area. The three storey front elevation appears incongruous against the lower three storey Ollards Court and the proposal is forward of that building resulting in a detrimental effect on the street scene. To allow the loss of a dwelling for a block of flats would set an unwelcome precedent and creeping erosion of unsympathetic buildings further into Ollards Grove.

The proposed rear extends too far into the garden, well beyond the rear building line. At three storeys, it would create a sense of enclosure affecting the amenity of the adjacent neighbours. The excessive depth of the rear addition would result in only a small part of the garden being retained, being far too small for seven dwellings and resulting in a lack of amenity for the residents of those dwellings. It would also negatively impact the amenity of the occupiers at No 10 given the intensity of the use of the space.

The proposed second floor terrace would overlook the garden of No 10 to the detriment of their privacy. The first floor terrace has been set back slightly but would still result in unacceptable overlooking of No 10. Contrary to Policies DM9 and DM10 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members noted some windows and floors of the neighbouring properties were missing from the drawings and the architect has drawn the 45 degree line in the wrong position. The accuracy of their daylight assessment is therefore questionable.

The loss of the existing building is unjustified on sustainability and embedded carbon grounds. No justification has been provided for its demolition or about the recycling of the existing materials in the building. There are no public benefits associated with the redevelopment and the existing dwelling appears to be in good condition and is not unattractive. This would be contrary to Policy DM20 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The additional vehicular movements to remove the entire existing building and replace it with a brand new one would also impact on the EFSAC. Members noted and supported the report from Natural England in this regard.

Due to the overdevelopment the digging out of the large basement would be drastic and not a sustainable approach. The basement car park would be wholly impractical and incapable of accommodating seven cars. The spaces being too close together and the circulation area too tight for cars to manoeuvre would most likely result in residents parking on the street. It would be more acceptable/sustainable for a smaller footprint and car parking on the ground level. This would be contrary to Policy DM12 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The loss of nine trees and three shrubs would negatively impact on the character of the street. Due to the car lift, cycle parking, hard surface and proposed basement they cannot be replaced. Members supported the objection of the Tree and Landscaping Officer to this proposal, contrary to Policy DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The amount of natural ground to absorb/permeate the rainwater would be severely reduced as a result of this proposal, contrary to Policy DM16 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application.

Application No: EPF/0781/25

Officer: Caroline Brown

Location: 227 High Road, Loughton, IG10 1BB

Proposal: Change of use of Pub (pub with food) to a shared space comprising of Health & Wellbeing, Retail, and Café on the ground floor and Offices to the first floor. Partial removal of existing rear buildings and all services, replacing with a new extension to the rear.

The Committee NOTED the contents of a letter of objection.

A member of the public addressed the meeting.

The Committee had NO OBJECTION to this application. Members believed the amended proposal addressed their previous concerns and considered it to be of good design.

However, members requested that the plans include clarification regarding any mechanical plant to be sited on the roof, along with a mechanical report. Any such plant would need to be screened off and should not be visible from across the street.

233.2 Householder Planning Permission:

Application No: EPF/0696/25

Officer: Samuel Finnis

Location: 8 Summerfield Road, Loughton, IG10 4JF

Proposal: Partial single, partial double storey rear extension, lower ground floor extension, alteration to existing main and garage roof and removal of chimney.

The Committee NOTED the contents of two letters of objection.

A member of the public addressed the meeting.

The Committee OBJECTED to this application stating the proposed was overbearing and would create a negative impact on the street scene. The aesthetic quality of the proposed was much inferior to the existing, resulting in a loss of character. Members noted that this application was of far poorer design than previous refused applications for this dwelling.

The proposed building has increased by one storey. This would reduce the daylight into the side rooms and views out of no.10. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

The proposed was lacking green habitat at the front failing to enhance the biodiversity of the site, contrary to Policy DM5 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Members considered the proposal was approaching “demolition” without being specified as such in the description/drawings and requested that the Planning Officer be mindful of this, should the application be approved by the local planning authority, bearing in mind a similar occurrence recently regarding a different application site (EPF/0599/23 & EPF/0921/24).

The Committee confirmed its intention for a representative to attend and speak at a meeting of the District Council Planning Committee to decide this application, should that be considered appropriate for this matter.

PL234 Matters for Report

234.1 Notice of Appeal

234.1.1 EPF/0145/25 – Land and garages, Whitehills Road, Loughton, IG10 1TS. Proposal: Existing garages enlarged, extended and reduced from 27no. garages to 21no. garages. (Appeal ref no: APP/J1535/ W/25/3363783 – Min no PL165.2)

The Committee NOTED the information received from Epping Forest District Council.

PL235 Planning Applications

The following planning applications were CONSIDERED, and the plans inspected.

235.1 Full Planning Permission:

Application No: EPF/0787/25

Officer: Mohinder Bagry

Location: 154 High Road, Loughton, IG10 4BE

Proposal: Retrospective permission to install exterior extraction and ducting work.

Members deplored the retrospective nature of this application.

The Committee OBJECTED to this application, supporting the Environmental Health Officer's report and recommendations.

Further, members noted that the exhaust of catering establishments do emit a lot of noise (and odour depending on the cuisine) from the end of the duct. Hence the duct termination needs to be much further apart, pointing away from the residents as far as possible, and pointing towards the High Street. Additional acoustic measures would also be required.

235.2 Householder Planning Permission:

Application No: EPF/0240/25

Officer: Klajdi Koci

Location: Goldings Croft, Clays Lane, Loughton, IG10 2RZ

Proposal: Loft conversion with dormers.

The Committee had NO OBJECTION to this application.

Application No: EPF/0428/25

Officer: Klajdi Koci

Location: 11 Brooklyn Avenue, Loughton, IG10 1BL

Proposal: Single storey rear extension.

The Committee had NO OBJECTION to this application.

Application No: EPF/0434/25

Officer: Klajdi Koci

Location: 5 Hogarth Reach, Loughton, IG10 3HP

Proposal: Conversion of garage into a habitable room and internal modifications.

The Committee had NO OBJECTION to this application.

Application No: EPF/0784/25

Officer: Samuel Finnis

Location: 29 Park Hill, Loughton, IG10 4ES

Proposal: Garage conversion plus a two storey front/side extension, single storey rear/side extension and a first floor side extension.

The Committee OBJECTED to this application stating the proposed front aligned with no. 31, which is not the same design. No. 29 being away from the end of the row should retain the main frontage, the same as its neighbours. The proposal was out of keeping, creating a terracing effect that would negatively impact the street scene. Contrary to Policy DM9 of the Epping Forest adopted Local Plan (2023) and the NPPF (2023).

Application No: EPF/0810/25

Officer: Suleman Uddin

Location: 71 Alderton Hill, Loughton, IG10 3JD

Proposal: Loft conversion with dormers.

The Committee had NO OBJECTION to this application.

Application No: EPF/0822/25

Officer: Klajdi Koci

Location: 121 Forest Road, Loughton, IG10 1EF

Proposal: Replacement of ground floor window with bay window. installation of additional window in the first floor front elevation and ground floor rear elevation.

The Committee had NO OBJECTION to this application. However, members expressed concern that the certificate of lawful development for a proposed loft conversion with a rear dormer and front roof lights, EPF/0821/25, was out of keeping and would result in a loss of character to this part of the street scene.

235.3 Consent under Tree Preservation Orders:

Application No: EPF/0854/25

Officer: Robin Hellier

Location: 20-22 Forest Road, Loughton, IG10 1DX

Proposal: TPO/EPF/07/80

T1: Horse Chestnut - Crown reduce height by up to 3m, as specified.

Reduce lateral spread by up to 2m, as specified. Selective prune of lateral branches away from building to provide 1m clearance, as specified.

The Committee objects to applications which will result in inappropriate treatment being carried out to any significant tree, and also objects to any application to fell such a protected tree. It therefore objected to this application.

Members questioned the amount of pruning requested in this proposal, expressing concern that it could threaten the general health of the tree which provided a strong visual amenity to this location. Any works should be strictly adhered to as agreed by the Tree Officer, particularly concerning when the works can be undertaken, i.e. not during the growing season.

235.4 Deemed Permission and Others– provided for information only:

The Committee NOTED the following applications:

Application No: EPF/0793/25

Officer: James Rogers

Location: 11 Wellfields, Loughton, IG10 1PB

Proposal: Prior approval for a 6.00m deep single storey rear extension, with height to eaves 2.63 and maximum height 3.60m.

Application No: EPF/0821/25

Officer: Klajdi Koci

Location: 121 Forest Road, Loughton, IG10 1EF

Proposal: Certificate of lawful development for a proposed loft conversion with a rear dormer and front roof lights.

**** Members expressed concern that this was out of keeping and would result in a loss of character to this part of the street scene. They also believed there was inadequate headroom in the proposed loft.**

Application No: EPF/0848/25

Officer: Muhammad Rahman

Location: 1 Langston Road, Loughton, IG10 3SD

Proposal: Application for approval of details reserved by conditions 12 (Landscape and Environmental Management Plan - LEMP), 15 (Boundary Treatment), 16 (Secure by Design), 18 (Cycle Parking) and 19 (Workplace Travel Plan) on planning permission EPF/0035/24 (Redevelopment of the Site to provide a new self-storage facility (Use Class B8), new light Industrial workspace / incubator units (Use Class E(g)(iii)) and a new hotel (Use Class C1) with associated car and cycle parking, landscaping and other works ancillary to the development).

Application No: EPF/0862/25

Officer: Yee Cheung

Location: 12 Lower Park Road, Loughton, IG10 4NA

Proposal: Application for approval of details reserved by Conditions 3, 5, 8 & 11 and granted permission on EPF/2584/24 (Variation of condition 2 'Plan no's' on planning permission EPF/1376/24 (Alterations and Extensions with Part Demolition to 12 Lower Park Road, with a replacement dwelling for 12a Lower Park Road).)

PL236 Decisions

236.1 Decisions by Epping Forest District Council

The decision notices for April 2025 were NOTED.

PL237 Licensing Applications

No Licensing Applications had come to the attention of officers.

PL238 Enforcement and Compliance

No reports had been received.

Signed:

Date: 27 May 2025