

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 7 June 2021 at 7.45pm at Loughton Library & Town Hall**

**Committee Members:**

**Councillors:** T Downing (in the Chair)  
P Abraham C Davies S Murphy  
K Rainbow J Riley  
W Kauffman (as substitute for Cllr Wiskin)

**Officers:** Mark Squire (Town Clerk)  
Debra Paris (Planning Committee Clerk)

1 Member of the Public.

The Committee agreed to bring forward planning application, EPF/1265/21, 88 Smarts Lane, after agenda item 3, as a member of the public was interested in this application.

**PL1 Apologies for Absence**

No apologies for absence were received.

**PL2 Declarations of Interest**

The Committee declared a non-pecuniary interest in planning applications EPF/1096/21, 22 Ollards Grove; EPF/1169/21, 152 Church Hill; EPF/1190/21, 33 Pyrles Lane; EPF/1244/21, 18 The Crescent; EPF/1250/21, 16 Park Hill, EPF/1265/21, 88 Smarts Lane; EPF/1306/21, 7 Brooklyn Avenue; and EPF/1408/21, 1 Langston Road, owing to comments received from the LRA Plans Group.

**PL3 Confirmation of Minutes**

Members NOTED that the minutes of the last meeting of the Planning and Licensing Committee held on 16 March 2020 were CONFIRMED at the Council meeting held on 28 April 2021 and duly signed by the Chairman.

**PL4 Planning Applications**

**Application No:** EPF/1265/21

**Officer:** Marie-Claire Tovey

**Applicant Name:** Mrs A Harding

**Planning File No:** 030156

**Location:** 88 Smarts Lane, Loughton, IG10 4BS

**Proposal:** Proposed part single and part double front/side and rear extensions, and loft conversion with front/ side and rear dormers. Amendment to EPF/1022/19 - Rear first floor terrace with glass balustrade.

The Committee NOTED the contents of three letters of objection.

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

The Committee OBJECTED to this application on the grounds that the proposed terrace and balustrade would be detrimental to the amenity of neighbours at Nos 90 and 92 Smarts Lane, causing loss of light, overlooking and a loss of privacy; along with noise disturbance for the residents of those properties.

Members noted that the application had been made as a result of the garden being sunken, causing it to be overshadowed and that the proposal was designed to overcome a problem of the applicant's own making. The Committee further commented on the poor quality of the drawings submitted for this application.

**PL5 Matters for Report**

**5.1 Ratification of Planning and Licensing Committee Comments**

**5.1.1** Members NOTED that the comments for applications submitted by the Planning and Licensing Committee, under powers of delegated authority, following Covid 19 restrictions, were ratified by Full Council as listed below:

**Council Meeting:** 8 July 2020 (Min no 319.1)  
**P&LC Meetings:** 30 March 2020, 20 April 2020, 4 May 2020, 18 May 2020, 1 June 2020, 15 June 2020, and 29 June 2020

**Council Meeting:** 28 October 2020 (Min no 331.1)  
**P&LC Meetings:** 13 July 2020, 27 July 2020, 24 August 2020, 7 September 2020, 21 September 2020, 5 October 2020 and 19 October 2020

**Council Meeting:** 9 December 2020 (Min no 342.1)  
**P&LC Meetings:** 2 November 2020, 16 November 2020, and 30 November 2020

**Council Meeting:** 17 February 2021 (Min no 361.1)  
**P&LC Meetings:** 14 December 2020, 4 January 2021, 18 January 2021, and 1 February 2021

**Council Meeting:** 10 March 2021 (Min no 342.1)  
**P&LC Meetings:** 15 February 2021, 1 March 2021, 15 March 2021, 29 March 2021, and 12 April 2021.

**PL5.1.2** Members RATIFIED the comments for applications submitted by the Planning and Licensing Committee, under powers of delegated authority, following Covid 19 restrictions, for its meeting on 26 April 2021; and the comments submitted after cancellation of its meeting on 24 May 2021 following Covid guidelines.

Members thanked the Planning Committee Clerk for the extra work she had undertaken during the Covid pandemic; and for all the dedicated service of the previous Chairman of the Planning & Licensing Committee, Cllr Angold-Stephens, the Vice Chair, Cllr Latchford and Cllr Cochrane, who had all stood down as town councillors at the deferred elections held in May 2021.

**5.2 Planning applications dealt with under delegated powers**

Members CONFIRMED the representations made under delegated powers by the Planning Committee Clerk in discussion with the 2020/21 Committee members. This action was necessary to meet the statutory deadlines.

**5.2.1 Planning applications**

**Application No:** EPF/0887/21

**Officer:** David Maguire

**Applicant Name:** Ms & Mr Lisa & Enzo Johnston & Caffarelli

**Planning File No:** 031136

**Location:** 4 Lukintone Close, Loughton, IG10 3NS

**Proposal:** Conversion of integral garage into habitable accommodation.

The Committee had NO OBJECTION to this application.

- 5.3 Pavement licence application dealt with under delegated authority.**  
Members CONFIRMED the representation made under delegated powers by the Planning Committee Clerk in discussion with the 2020/21 Committee members. This action was necessary to meet the statutory deadlines.

**5.3.1 Application for a Pavement Licence - New Breed Bottle Shop, 287 High Road, Loughton**

The Committee OBJECTED to this application. The pavement outside this shop is too narrow. The photograph provided of the proposed table and chairs shows them close up to the shop front. Members considered that once they are in use, they will protrude too far out causing an obstruction/trip hazard for pedestrians; and anybody with a pushchair/wheelchair or mobility scooter would not have room to pass.

\*\*Members NOTED that a table and chairs had now been installed outside this premises. The Planning Committee Clerk would make enquiries with the local licensing authority regarding the outcome of this application.

- 5.4 Town & Country Planning Act 1990, Regulation 3(1) – Tree Preservation Order TPO/EPF/05/21: Land at Beech Farm, High Road, Loughton**

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

- PL6 Pre-application Consultation on Mobile Phone Masts – CTIL and Telefonica – Proposed base station upgrade at Sterling House, 55 Langston Road, Loughton, IG10 3TS (ref: CTIL\_136774 24)**

The Committee had NO OBJECTION to this application.

**PL7 Planning Applications**

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

**7.1 Application No: EPF/0937/21**

**Officer:** Muhammad Rahman

**Applicant Name:** MRS SANDRA LAWLOR

**Planning File No:** 007759

**Location:** 165 High Road, Loughton, IG10 4LF

**Proposal:** Revisions to Building 1 fronting the High Road (Approved under EPF/2600/14 & EPF/0522/16) including internal and external alterations/additions and a new lift.

\*For clarity, no new flats are being created than that approved\*

The Committee OBJECTED to the proposed loss of the green roof in this application, stating it was a good key design and environmentally friendly feature of this proposal.

Members stated that the drawings gave insufficient information regarding the proposed extension to the flue to comment on this aspect of the application.

The Committee had NO OBJECTION to the proposed lift or additional windows but requested that should the local planning authority be minded to grant the terrace, that a condition be imposed that the terrace only be used for access purposes to the roof and not for the amenity of residents.

**Application No:** EPF/1096/21

**Officer:** David Maguire

**Applicant Name:** Mr Steve Hill

**Planning File No:** 031189

**Location:** 22 Ollards Grove, Loughton, IG10 4DW

**Proposal:** Two storey side extension, single story rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it was an overdevelopment of the site. The proposal was too large, by reason of its bulk, scale and massing which would have an overbearing impact on the amenity of residents at no 20, causing a loss of light.

Further, the increase in the number of rooms in this proposal, which could be converted to bedrooms, is contrary to the SAC and would result in more car pollution and a subsequent impact on the air quality to the SAC. This proposal would also result in more pressure for the overstressed recreational services and subsequent damage to the SAC. The current proposed solution to bring in a Clean Air Zone (CAZ) in 2025 is not guaranteed to happen and in any event does not stop additional cars associated with new dwellings from polluting the SAC before the CAZ is brought into operation.

Members requested, that should the local planning authority be minded to grant this application, that a condition be imposed for the extension to remain ancillary to the main dwelling.

**Application No:** EPF/1169/21

**Officer:** Alastair Prince

**Applicant Name:** Drazal Ltd

**Planning File No:** 002033

**Location:** 152 Church Hill, Loughton, IG10 1LJ

**Proposal:** Proposed rear extensions to ground floor retail unit with internal alterations and new shopfront. New first floor rear extension and alterations to form a 1 bedroom self-contained flat.

The Committee NOTED the contents of a letter of concern.

The Committee OBJECTED to the proposal for the one-bedroom flat, stating it was too cramped and of poor design, falling below the national minimum space standards.

Members expressed concern for the loss of parking provision, particularly due to the high parking stress in this area. If the local planning authority was minded to grant this application, they requested a consideration for dedicated off-street parking to the rear of the unit be made, in the area currently being used for storage containers.

**Application No:** EPF/1171/21  
**Officer:** Muhammad Rahman  
**Applicant Name:** Mr & Mrs Adam Curtis  
**Planning File No:** 006496  
**Location:** 5 Longfield, Loughton, IG10 4EE  
**Proposal:** Single and two storey front extensions plus pitched roof added to converted garage and other elevational changes to the existing building.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1185/21  
**Officer:** Brendan Meade  
**Applicant Name:** Mr Amir Shehzad Ali  
**Planning File No:** 017139  
**Location:** 13 Hilltop, Loughton, IG10 1PX  
**Proposal:** Loft conversion with a rear dormer & front skylights.

The Committee had NO OBJECTION to this application, however members expressed concern for overlooking of neighbours from the loft conversion.

**Application No:** EPF/1190/21  
**Officer:** David Maguire  
**Applicant Name:** Mr Afrim Muca  
**Planning File No:** 008437  
**Location:** 33 Pyrles Lane, Loughton, IG10 2NW  
**Proposal:** Hip to gable loft conversion with rear dormer and construction of first floor rear extension over existing ground floor extension.  
The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that the proposal to alter the hip roof to become a ridged roof and the addition of the obscured glass window to the front of the property would not be sympathetic to the street scene and the character of these homes on this part of the road.

Members believed retaining some form of hip at the front similar to that at No 31 Pyrles Lane, would be a more acceptable design.

**Application No:** EPF/1191/21  
**Officer:** Ian Ansell  
**Applicant Name:** Mr Nathan Eriemo  
**Planning File No:** 014378  
**Location:** 25 Felstead Road, Loughton, IG10 3BB  
**Proposal:** First floor rear extension.

The Committee OBJECTED to this application on the grounds that although the roof was now subservient to the main house it was an overdevelopment of the property.

**Application No:** EPF/1195/21  
**Officer:** David Maguire  
**Applicant Name:** Jack Ricketts  
**Planning File No:** 031171  
**Location:** 23 Hilltop Close, Loughton, IG10 1PY  
**Proposal:** Proposed single storey rear extension.

The Committee had NO OBJECTION to this application. Members requested a condition that materials match existing.

**Application No:** EPF/1209/21

**Officer:** David Maguire

**Applicant Name:** Ms Maria Poullos

**Planning File No:** 011076

**Location:** 35 Upper Park, Loughton, IG10 4EQ

**Proposal:** Proposed loft conversion with increase of roof ridge level by 500mm with rear dormer and Juliet balcony.

The Committee OBJECTED to this application stating it was of poor design and out of keeping with the character of the building. The proposal would cause overlooking of the neighbours, affecting their amenity through loss of privacy.

Members requested, that should the local planning authority be minded to grant this application, a condition be imposed for obscured glass to prevent overlooking.

**Application No:** EPF/1244/21

**Officer:** Marie-Claire Tovey

**Applicant Name:** Ruth Parry

**Planning File No:** 031192

**Location:** 18 The Crescent, Loughton, IG10 4PY

**Proposal:** Two storey rear extension and loft conversion.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application by reason of its height and bulk. The first floor addition would be detrimental to the street scene, which was characterised by bungalows.

The loss of a bungalow, reducing housing choice, particularly for people with disabilities, was contrary to the local planning authority's policy on mixed and balanced communities. The Committee drew the planning officer's attention to the planning appeal for 21 The Crescent, where a similar proposal was refused consent on appeal.

Members suggested the local planning authority might wish to consider locally listing this property as one of the last remaining bungalows on this street.

The Committee AGREED to suspend standing order 3ff until 10pm

**Application No:** EPF/1250/21

**Officer:** Marie-Claire Tovey

**Applicant Name:** Mr & Mrs James Mariani

**Planning File No:** 004979

**Location:** 16 Park Hill, Loughton, IG10 4ES

**Proposal:** Single storey front and rear extensions and exterior alterations.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating it was out of character with the street scene. The proposal would be incongruous leading to the houses on this side of the street losing their symmetry and uniformity.

**Application No:** EPF/1301/21

**Officer:** David Maguire

**Applicant Name:** Mr. Antonis Kotsonis

**Planning File No:** 031188

**Location:** 3 Hanson Drive, Loughton, IG10 2ED

**Proposal:** Proposed porch extension, ground floor rear extension, facade alterations and creation of driveway.

The Committee OBJECTED to this application. The rear extension would impact on the neighbours at Nos 1 and 5, causing a loss of amenity. The glass canopy was out of keeping and would be detrimental to the visual amenity of the property. The proposed air conditioning unit at the back of the property would obscure the outlook of the neighbours and would also have a detrimental affect from noise pollution. Members noted that this element of the application had not been mentioned in the description. The removal of the chimney would also detract from the street scene.

The Committee was concerned that the creation of the drive would set a precedent for the rest of the street, changing the street scene.

Members requested that should the local planning authority be minded to grant this aspect of the application, a condition be imposed for a permeable surface to be used for the drive.

The Committee had NO OBJECTION to the proposed porch.

**Application No:** EPF/1306/21

**Officer:** Muhammad Rahman

**Applicant Name:** Mr and Mrs Nooitgedacht

**Planning File No:** 008916

**Location:** 7 Brooklyn Avenue, Loughton, IG10 1BL

**Proposal:** Proposed detached 3 bedroom dwelling in an existing side garden.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the grounds that it was garden grabbing and an overdevelopment of the site, leaving both properties with insufficient amenity space. Members commented that this corner added to the visual amenity of the street. The Committee opposes any loss of trees and noted that the proposal would result in the loss of four trees on the site.

The additional dwelling would result in more car pollution and a subsequent impact on the air quality to the SAC. Any additional dwelling that leads to more traffic in the SAC is unacceptable. The flats would also result in more pressure for the overstressed recreational services and subsequent damage to the SAC. The current proposed solution to bring in a Clean Air Zone (CAZ) is not guaranteed to occur and would not stop additional cars associated with new dwellings from polluting the SAC before it was brought in.

**Application No:** EPF/1327/21

**Officer:** Brendan Meade

**Applicant Name:** Mr Woodland

**Planning File No:** 024838

**Location:** 2 The Avenue, Loughton, IG10 4PT

**Proposal:** Single storey side extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/1328/21

**Officer:** Alastair Prince

**Applicant Name:** Mr Emery Luz

**Planning File No:** 031669

**Location:** 12 Hanson Close, Loughton, IG10 2EE

**Proposal:** Ground floor front extension.

The Committee had NO OBJECTION to this application. Members requested a condition that materials match existing.

**Application No:** EPF/1408/21

**Officer:** Muhammad Rahman

**Applicant Name:** Higgins Partnership 1961 LC

**Planning File No:** 000695

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

**Proposal:** Prior approval application for change of use from Office (use class B1) to Residential (Use class C3)

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application on the following grounds:

- The proposal contained insufficient parking provision for the number of dwellings, with no provision for visitor or tradespeople vehicles. This would result in further stress on the existing parking conditions on the Langston Road site, particularly with parking restrictions caused by the yellow lines along Langston Road and surrounding streets.
- The noise from commercial properties within close proximity would have a detrimental effect on residents of the proposed dwellings.
- Planning consent reference EPF/0333/03 has only been partially implemented and the second phase could be erected at any time. If erected the second phase of the building is constructed after the proposed conversion it would block natural light from several of the proposed flats.
- The proposed works to the car park fulfil the definition of development as set out in The Town and Country Planning Act 1990 (As amended) and should be undertaken via planning consent rather than via Prior Approval.
- It is noted that several pre-commencement conditions relating to EPF/0333/03 remain to be discharged for the scheme to be lawful.

Members expressed concern for the loss of office space and the loss of job creation opportunities caused by the change of use; and that this application would set an unwelcome precedent for the industrial site resulting in it becoming an enclave to the retail park.

Finally, the Committee noted that a separate planning application would be needed if any alterations to the elevations were to be implemented, in particular in relation to the signage on the top of the building.

The Committee AGREED to further suspend standing order 3ff and extend the meeting for another 15 minutes.



**7.2 Demolition Determinations. To NOTE the following applications – provided for information only:**

**Application No:** EPF/1425/21

**Officer:** Marie-Claire Tovey

**Applicant Name:** David Chalmers

**Planning File No:** 002145

**Location:** Epping Forest College, Borders Lane, Loughton, IG10 3SA

**Proposal:** Prior approval for proposed demolition of former College Buildings.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to the loss of trees on this site, protected by a TPO, as a result of this application.

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

The Committee NOTED the following applications:

**Application No:** EPF/1188/21

**Officer:** Muhammad Rahman

**Applicant Name:** Ms Beth Koiles

**Planning File No:** 031172

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

**Proposal:** Application for a Lawful Development certificate for a proposed ground floor rear extension, facade alterations, outbuilding demolition, floor plan redesign & all associated works.

**Application No:** EPF/1206/21

**Officer:** Graham Courtney

**Applicant Name:** Mr P Preston

**Planning File No:** 031175

**Location:** 42 Woodland Road, Loughton, IG10 1HJ

**Proposal:** Application for a Lawful Development certificate for a proposed new front porch, and new part single storey, part two storey rear extension.

**Application No:** EPF/1236/21

**Officer:** David Maguire

**Applicant Name:** Mr Afrim Muca

**Planning File No:** 008437

**Location:** 33 Pyrles Lane, Loughton, IG10 2NW

**Proposal:** Application for a Lawful Development certificate for a proposed hip to gable roof conversion with rear dormer.

**Application No:** EPF/1239/21

**Officer:** Brendan Meade

**Applicant Name:** Mr Scott

**Planning File No:** 030877

**Location:** 2 Hillyfields, Loughton, IG10 2JS

**Proposal:** Application for a Lawful Development certificate for a proposed hip to gable roof extension and rear dormer.

**Application No:** EPF/1287/21

**Officer:** Graham Courtney

**Applicant Name:** Mr N Patel

**Planning File No:** 029842

**Location:** 7 Churchfields, Loughton, IG10 1AG

**Proposal:** Application for a Lawful Development certificate for a proposed hip to gable loft conversion with rear dormer.

**Application No:** EPF/1302/21

**Officer:** David Maguire

**Applicant Name:** Mr. Antonis Kotsonis

**Planning File No:** 031188

**Location:** 3 Hanson Drive, Loughton, IG10 2ED

**Proposal:** Application for a Lawful Development certificate for a proposed loft conversion with rear dormer, facade alterations, floor plan redesign and all associated works.

**7.4 Others – provided for information only: EPF/1269/21, EPF/1388/21, EPF/1409/21, EPF/1410/21, and EPF/1449/21.**

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

**PL8 Decisions**

No Planning Decisions had been received from Epping Forest District Council.

**PL9 Licensing Applications**

No licensing applications had come to the attention of officers.

**PL10 Enforcement and Compliance**

**10.1.1** No reports had been received.

**Signed:** .....

**Date:** 21 June 2021