

**LOUGHTON TOWN COUNCIL**

**PLANNING AND LICENSING COMMITTEE**

**MINUTES of the Meeting held on Monday 15 May 2023 at 7.30pm at Loughton Town Council Chamber, 1 Buckingham Court**

**Committee Members:**

**Councillors:** C Davies (in the Chair)  
P Abraham W Kauffman (until min no.420.1)  
S Murphy K Rainbow J Riley  
D Wixley (as substitute for Cllr Wiskin)

**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 in the agenda planning application, EPF/0848/23 – 75 Smarts Lane, after agenda item 3, Confirmation of Minutes, as members of the public present had an interest in this item.

**PL415 Apologies for Absence**

Apologies for absence were received from Cllr Wiskin. Cllr Wixley had been nominated as his substitute for this meeting.

**PL416 Declarations of Interest**

Cllr Murphy declared a non-pecuniary interest in agenda item 4.1.1 – Notice of Appeal in respect of planning application, EPF/1478/22 – 16 Station Road, as she knows the applicant.

Cllr Wixley declared a non-pecuniary and non-prejudicial interest in these proceedings as a dual-hatted councillor and member of Epping Forest District Council Area Planning Subcommittee South. He stated that any views he gave at this meeting would be considered afresh if the applications came before a District Council committee, in light of all the evidence available at the time.

He also declared a non-pecuniary interest in planning application, EPF/0669/23 – Garages at Pyrles Lane, a development by Epping Forest District Council upon which he had been consulted on two occasions in his role as Ward Councillor for Fairmead.

The Committee declared a non-pecuniary interest in the following planning applications:

- i. EPF/2834/22 – 120-122 Valley Hill; EPF/0154/23 – Oaklands House, Oaklands, Warren Hill; EPF/0750/23 – 8 Firs Drive; EPF/0760/23 – 5 Staples Road; EPF/0800/23 – 22 Coteford Close; EPF/0894/23 – 61 Traps Hill; and EPF/0943/23 – 2 Goldings Road, owing to comments received from the Loughton Residents Association Plans Group (LRAPG); and
- ii. EPF/0760/23 – 5 Staples Road, owing to comments received from a neighbour, Chris Pond, who is a Loughton Town Councillor.

**PL417 Confirmation of Minutes**

The Minutes of the meeting of the Planning and Licensing Committee held on 2 May 2023 were CONFIRMED as a correct record and signed by the Chairman.

**PL418 Planning Application**

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

**418.1 Application No:** EPF/0848/23

**Officer:** Loredana Ciavucco

**Location:** 75 Smarts Lane, Loughton, IG10 4BU

**Proposal:** Part single and part 2 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 application addressed the meeting.

The Committee OBJECTED to this application on the grounds that it was overbearing for such a small site. The proposal was too bulky and would create a terracing effect. It would lead to overlooking, resulting in a negative impact on the amenity of the neighbours at no 77.

Members also commented that the plans were incomplete as they failed to provide drawings showing the side elevations.

**PL419 Matters for Report**

**419.1 Notices of Appeal**

**419.1.1 EPF/1478/22 – 16 Station Road, Loughton, IG10 4NX.**

**Proposal:** Proposed replacement dwelling. (Appeal ref no: APP/J1535/W/22/3312511 – Min no PL271.1)

The Committee strongly supported the refusal reason of Epping Forest District Council in respect of this application; and reiterated its previous comments which were:

*“The Committee OBJECTED to this application on the grounds that by nature of its excessive height and bulk the proposed dwelling will sit uncomfortably on the plot, be out of character with this part of Station Road, dominating and being overbearing to the neighbouring properties. It should be set well back from both side boundaries.”*

**419.1.2 EPF/2398/22 – 26 Ladyfields, Loughton, IG10 3RP.**

**Proposal:** Erection of new one bedroom, two person, two storey dwelling attached to the existing house. (Appeal ref no: APP/J1535/W/23/3315330 – Min no PL311.1)

The Committee strongly supported the refusal reasons of Epping Forest District Council in respect of 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 stating it was an attractively laid area around the road junction, which would be seriously visually disrupted.*

*The bulge in the side of the proposed dwelling was out of character with the area and imbalanced the terrace. Due to the*

*odd shape of the building and roof the rainwater flowing down, the roof would require ugly sloping gutters or guides to stop the water cascading over the boundary.*

*The garden to the new dwelling was too small.*

*The proposed extra property on this site would 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.”*

#### **PL420 Planning Applications**

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

##### **420.1 Application No:** EPF/2834/22

**Officer:** Muhammad Rahman

**Location:** 120 & 122 Valley Hill, Loughton, IG10 3AU

**Proposal:** Demolition of existing two-storey semi-detached property and one-storey structure to create an eight-unit (Flats) Passivhaus development.

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. It was an overbearing, unattractive design. The bulk and proposed materials were out of character and would create a negative impact on the street scene.

The proposal site is located at an extremely busy and dangerous junction, with White Bridge Primary school in close proximity. It would also add to the existing pressures on parking in the area.

Members strongly supported the holding objection of the Tree and Landscaping Officer regarding this application.

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.

**Application No:** EPF/0150/23

**Officer:** Caroline Brown

**Location:** 14 Baldwins Hill, Loughton, IG10 1SD

**Proposal:** Demolition of existing conservatory and the construction of a single storey rear extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0154/23

**Officer:** Sukhvinder Dhadwar

**Location:** Oaklands House, Oaklands, Warren Hill, Loughton, IG10 4RL  
**Proposal:** Remodelling of existing basement and conservatory to the left side of the existing family dwelling.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application stating that this further extension to this large dwelling represented an overdevelopment of the site. The conservatory at the front went beyond the building line and would be visually intrusive, particularly in the evening when illuminated. Whilst it is currently partially hidden by greenery there is no guarantee that would remain.

The design statement claims a one-bedroom unit is being created in the basement which will have “independent use”. This is not reflected in the description of development. Members considered this to be substandard for separate living accommodation with no outlook and very poor daylighting. They also noted that some of the other rooms on ground floor level would have poor daylighting levels.

The Committee supported the holding objection of the Tree and Landscaping officer in respect of this application.

The Committee requested that should the local planning authority be minded to approve the application that a condition be imposed that the extension remains ancillary to the main dwelling.

**Application No:** EPF/0669/23

**Officer:** Muhammad Rahman

**Location:** Garages at Pyrles Lane, Loughton, IG10 2NW

**Proposal:** Demolition of existing garages and the addition of 3 new 1B2P bungalows, designed to achieve Passivhaus standards, with new 4 no. parking spaces, standalone bin stores to the front of the property and private cycle stores to rears of each house.

The Committee had NO OBJECTION to this application.

However, members requested that should the local planning authority be minded to approve the application that the following conditions be imposed:

- i. Permitted Development rights to be removed from this development, to protect the amenity of residents in neighbouring properties in Pyrles Lane and Grosvenor Drive, due to its close proximity to those dwellings.
- ii. Materials used (particularly for the roofing – which should be red tiles) should match those of surrounding properties to blend in and maintain the existing street scene.
- iii. Screening should be provided to protect the amenity of residents of neighbouring properties in Pyrles Lane and Grosvenor Drive.
- iv. A fire hydrant supply should be provided on site to compensate for the lack of access for a fire vehicle.

**Application No:** EPF/0746/23

**Officer:** Caroline Brown

**Location:** 52 River Way, Loughton, IG10 3LH

**Proposal:** Single storey rear extension.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0750/23

**Officer:** Kie Farrell

**Location:** 8 Firs Drive, Loughton, IG10 2SL

**Proposal:** Two storey rear extension & dormer window; Alter front dormer window; Add gable end roof over garage.

The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0760/23

**Officer:** Stella Sudekum

**Location:** 5 Staples Road, Loughton, IG10 1HP

**Proposal:** Replacement front door and surround.

The Committee NOTED the contents of two letters of objection.

The Committee OBJECTED to this application believing Staples Road was designated a conservation area because virtually all the doors, windows and other architectural features of the houses are original. Thus, the Article 4 Direction, which removes the permitted development rights on doors. The front door is the same design as that on no 7, built by the same builder at the same time; it is four panelled, cross-filled tongue and groove and stop-chamfered. No 5 has had a letterplate fitted; but No 7 never has.

Unless there is some justification for the replacement door other than change for change's sake, the Committee consider the original fabric should be retained to preserve the special character of the conservation area. These losses can add up and lead to a creeping erosion of the conservation area unless the change can be justified as a necessary change.

**Application No:** EPF/0767/23

**Officer:** Kie Farrell

**Location:** 14 Brook Road, Loughton, IG10 1BW

**Proposal:** Conversion of loft space into bedroom and bathroom, hipped roof changed to gable end, front and rear dormer windows, 4no. roof windows. Internal ground reconfiguration with 3no. sets of bi-folding doors to rear elevation, replacing existing doors and window.

The Committee OBJECTED to this application on the grounds that the proposal was an ungainly, unattractive overdevelopment on a prominent corner. This would create a negative impact on the street scene in this part of Brook Road.

**Application No:** EPF/0798/23

**Officer:** Sukhvinder Dhadwar

**Location:** Forest Rise, Debden Road, Loughton, IG10 2NY

**Proposal:** Variation to condition 2 approved drawings on EPF/3476/17 and EPF/2813/20 (Total refurbishment and extensions with outbuilding for guest and swimming pool/gym).

The Committee had NO OBJECTION to this application.

**Application No:** EPF/0800/23

**Officer:** Alastair Prince

**Location:** 22 Coteford Close, Loughton, IG10 2NT

**Proposal:** Proposed single storey side and rear extension including raised rear timber decking. Proposed dropped kerb the width of the application site.

The Committee NOTED the contents of a letter of objection.

The Committee had NO OBJECTION to the proposed extension for this application.

However, members requested that should the local planning authority be minded to approve the application that a condition for screening of the terrace be imposed, to protect the amenity of the neighbour at no.21 caused by overlooking.

The Committee OBJECTED to the proposed dropped kerb being the width of the application site. This would take away on-street parking provision from an area already suffering from lack of parking. The existing crossover for this site was deemed to be sufficient.

**Application No:** EPF/0824/23

**Officer:** Mohinder Bagry

**Location:** 8 Avondale Drive, Loughton, IG10 3BZ

**Proposal:** Rear extension with pitched roof and 2 rooflights.

The Committee OBJECTED to this application stating it was too large, by reason of the depth of the extension. This would result in a negative impact on the amenity of the neighbours.

**Application No:** EPF/0850/23

**Officer:** Caroline Brown

**Location:** 72 Queens Road, Loughton, IG10 1RS

**Proposal:** Demolition and re-build of front porch and re-modelling of front garden landscape.

The Committee OBJECTED to this application. The plans provided contained no drawings of the proposed porch to enable proper consideration of this proposal.

Cllr Kauffman was granted permission to leave the meeting at this point.

**Application No:** EPF/0858/23

**Officer:** Alastair Prince

**Location:** 41 The Lindens, Loughton, IG10 3HS

**Proposal:** Removal of part catslide roof and part flat roof at rear and erection of first floor rear extension.

The Committee OBJECTED to this application stating it was an overdevelopment for the area. It would be out of keeping, resulting in a loss of character.

**Application No:** EPF/0893/23

**Officer:** Marie-Claire Tovey

**Location:** Debden Security Printing Ltd, Langston Road, Loughton, IG10 3PB

**Proposal:** Western elevation changes - removal of 4no. existing timber external doors and a steel panel with glazed section - replaced with 4no. new aluminium frames glazing and new aluminium external double leaf door module with vision panels.

The Committee OBJECTED to this application stating it would result in a loss of character and heritage.

The Bank of England printing works is an historic building, in near original condition. During the construction of this iconic industrial building, artist Feliks Topolski was commissioned to create a photographic and artistic record. Taking this into account the Committee considered it important to preserve the building's integrity and authenticity.

Therefore, if it is necessary to replace the doors due to poor condition of the existing, then the replacement doors should replicate the original design (believed to be 1950s) to maintain the history and heritage of this building.

**Application No:** EPF/0894/23

**Officer:** Sukhvinder Dhadwar

**Location:** 61 Traps Hill, Loughton, IG10 1TD

**Proposal:** Alterations to the front-facing facade of the property, including the removal of the existing chimney stack, removal of the front protruding single-storey outrigger, repairs to the main roof, new altered window and entrance door openings with dormer windows, new entrance porch, and new stone detailing and painted render to the facade.

- Alterations to the rear-facing facade of the property, with new patio glazed doors to the rear garden.
- Slight raising of the existing single-storey side extension by approximately 300mm.
- New replacement roof-light to the existing ground floor single-storey side extension.
- Internal modifications

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, reiterating its previous comments for planning application EPF/1755/22, Min no PL264.1, which were:

*"The Committee OBJECTED to this application on the basis of design and subsequent loss of character. Any major alteration to this property would be detrimental to the street scene. No 61 is one of Loughton's quirkiest buildings and should not be sanitised. The proposed alterations would be detrimental to the character and architectural interest to this part of Traps Hill."*

**Application No:** EPF/0912/23

**Officer:** Rhian Thorley

**Location:** 40 Ibbetson Path, Loughton, IG10 2AS

**Proposal:** Demolition of the existing single storey side extension and erection of a new single storey rear and side wrap around extension, including the replacement of all existing windows.

Members believed this proposal was no different to the previous application for this site.

The Committee OBJECTED to this application, reiterating its previous comments for planning application EPF/0327/23, Min no PL376.1, which were:

*“The Committee OBJECTED to this application on the grounds that the proposed extension was too large for this house. Six bedrooms for a house this size was too many, with some of the bedrooms appearing to be below the nationally prescribed space standards. Members believed this proposal appeared to be a conversion into an HMO. The property should be retained as a family home.*

*There was not enough habitable space for the occupants and eight people sharing two bathrooms was not considered fit for modern living.*

*Members noted that Ibbetson Path was already a very cramped road, with excessive parking.”*

**Application No:** EPF/0934/23

**Officer:** Mohinder Bagry

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

**Proposal:** Part single part double storey rear extension.

The Committee NOTED the contents of a letter of objection.

The Committee OBJECTED to this application, considering it an overdevelopment which would double the size of the house. The ground floor extension was too large and should be reduced in length; it was nearly as large in volume as the main floor of the dwelling when it should read as being subservient to the main building. The windows on the side would overlook 2E Goldings Road, affecting the occupants’ amenity.

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

The Committee NOTED the following application:

**Application No:** EPF/0920/23

**Officer:** Loredana Ciavucco

**Location:** 4 Prescott Green, Loughton, IG10 2AQ

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

**420.3 Others – provided for information only: EPF/0931/23**

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

**PL421 Decisions**

**421.1 Decisions by Epping Forest District Council**

The Committee NOTED the decisions received from Epping Forest District Council for April 2023.

**PL422 Licensing Applications**

No licensing applications had come to the attention of officers.

**PL423 Enforcement and Compliance**

**423.1** No reports had been received.

**Signed:** .....

**Date:** 30 May 2023