

OFFICER REPORT FOR DECISION UNDER DELEGATED AUTHORITY

APPLICATION NO: P1062.25

WARD: Marshalls & Rise Pk **Date Received:** 12th August 2025

ADDRESS: 24 Millbrook Gardens
Romford

PROPOSAL: Conversion of garage to a habitable space and first floor side extension

DRAWING NO(S): 24MBG/PP/202
24MBG/PP/201A
24MBG/PP/200A

RECOMMENDATION: It is recommended that **planning permission be GRANTED** subject to the condition(s) given at the end of the report

SITE DESCRIPTION

The application site is occupied by a two storey semi-detached house. The surrounding area is characterised by detached and semi-detached residential properties. The property is not listed and not within a conservation area.

DESCRIPTION OF PROPOSAL

The applicant is seeking planning consent for a first floor side extension and a garage conversion. A first floor rear extension was removed during the course of this planning application.

An application for the conversion of the existing garage to an office and the replacement of the garage door with new windows, the proposed additional single storey ground floor extension to the existing extension, a first floor side extension with a loft conversion including the change of the roof from gable to hip with rear dormer and front rooflights (reference: P0625.25) was refused for the following reason:

The proposed first floor side extension and loft conversion with rear dormer would, by reason of their siting, scale, and design result in a form of development that would detrimentally impact the character and visual appearance of the dwelling house, symmetry of the semi-detached pair and visual amenity of the surrounding area, contrary to Policy 26 of the Havering Local Plan (adopted 2021) and the Residential Extensions and Alterations Supplementary Planning Document (2011).

RELEVANT HISTORY

P0625.25	Conversion of existing garage to office and replacement of garage door with new windows, proposed additional single storey ground floor extension to existing extension, first floor side extension with loft conversion including change of roof from gable to hip with rear dormer and front rooflights
Refuse	08-07-2025

CONSULTATIONS/REPRESENTATIONS

Letters were sent to the immediate neighbouring properties. One objection has been received stating that the garage conversion has already been completed with no new foundations to support a first floor side extension, the impact on drains, the need of a party wall agreement and overshadowing.

These are not material planning considerations except for overshadowing which is assessed later in this report.

Another representaion from another resident states they do not object as long as they are informed of work times and no Sunday works.

RELEVANT POLICIES

Havering Local Plan Adopted November 2021

- Policy 7 Residential Design and Amenity
- Policy 24 Parking provision and design
- Policy 26 Urban Design

Residential Extensions and Alterations Supplementary Planning Document Adopted 2011 (SPD)

- Section 6 Side extensions

MAYORAL CIL IMPLICATIONS

Contributions would not be required under CIL regulations as the proposal would result in a net increase of less than 100m².

STAFF COMMENTS

An in-person site visit was not undertaken. In determining this planning application, photos, Google street view, aerial view images and submitted drawings were used to assess the site constraints.

DESIGN/IMPACT ON STREET/GARDEN SCENE

The first floor side extension would be 2.3m wide up to the side boundary line which would be

subordinate in scale to the main dwelling. There would be a 1m set back from the front building line at first floor level, meeting guidance in the SPD. It would integrate well with the main dwelling with a roof hipped back into the main roof and lower than the main roof line. The side extension would not look bulky or out of place in the street scene, there would not be an unacceptable impact on the character of the immediate vicinity or the street scene. The proposal would mirror an extension at the other half of the semi-detached pair of houses at no.23. The garage conversion to create a habitable space would have minimal impact on the street scene and the window size and position would integrate well with the existing fenestration.

IMPACT ON AMENITY

Consideration has been given to the impact of the proposal on the neighbouring properties, primarily in respect of overshadowing, loss of light and loss of privacy.

The side extension would have minimal impact on the amenity of the attached neighbouring house at no.23 in terms of loss of light or overshadowing. The side extension would be within the main front and rear building lines.

Similarly the side extension would have minimal impact on the amenity of the non-attached neighbouring house at no.25 in terms of loss of light or overshadowing. The side extension would be within the main front and rear building lines. The plans were amended during the course of this planning application to remove a first floor rear extension.

Careful consideration has been made to assess the impact of the side extension on the amenity of the non-adjointing neighbour at no.25. It is noted that the rear building line of no.25 is set back from no.24. However it would be difficult to refuse on amenity terms to the nearest first floor window at no.25 as it is a bathroom so a non-habitable room. At ground floor the neighbouring rear window is set away from the shared boundary (there are side garages effectively separating the properties). This separation and existing structures in the neighbours rear garden are, on balance, considered to adequately mitigate against any overbearing impact. The window on the flank wall at no.25 appears to serve a landing and not a habitable room and so refusal based on the impact on light to this window is not justified.

There would be no windows in the flank walls of the extension, so there would be no overlooking issues.

It is noted that the previously refused application was not refused on the grounds of adverse amenity impacts to the neighbouring property.

Overall, the development would not be un-neighbourly.

HIGHWAY/PARKING

There are no highway issues.

KEY ISSUES/CONCLUSIONS

Approval is recommended.

RECOMMENDATION:

It is recommended that **planning permission be GRANTED** subject to the following condition(s)

1 SC4 (Time limit) 3yrs

The development to which this permission relates must be commenced not later than three years from the date of this permission.

Reason:-

To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).

2 SC10 (Matching materials)

All new external finishes shall be carried out in materials to match those of the existing building(s) to the satisfaction of the Local Planning Authority.

Reason:-

To safeguard the appearance of the premises and the character of the immediate area.

3 SC32 (Accordance with plans)

The development hereby permitted shall not be carried out otherwise than in complete accordance with the approved plans (as set out on page one of this decision notice).

Reason:-

For the avoidance of doubt and to ensure that the development is carried out as approved.

4 SC46 (Standard flank window condition)

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015, no window or other opening (other than those shown on the submitted and approved plan,) shall be formed in the flank walls of the extension hereby permitted, unless specific permission under the provisions of the Town and Country Planning Act 1990 has first been sought and obtained in writing from the Local Planning Authority.

Reason:-

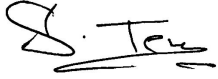
In order to ensure a satisfactory development that will not result in any loss of privacy or damage to the environment of neighbouring properties which exist or may be proposed in the future.

INFORMATIVES

1 Approval following revision ENTER DETAILS

Statement Required by Article 35 (2) of the Town and Country Planning (Development Management Procedure) (England) Order 2015: In accordance with paragraph 38 of the National Planning Policy Framework, improvements required to make the proposal acceptable were negotiated with the agent via email on 1.10.25. The revisions involved the removal of the first floor rear extension. The amendments were subsequently submitted on 5.10.25.

Authorising Officer:

A handwritten signature in black ink, appearing to read 'S. Terry', with a horizontal line underneath.

Suzanne Terry

14th October 2025