DESIGN, PLANNING AND ACCESS STATEMENT

36 SPRINGFIELD GARDENS, UPMINSTER, RM14 3EJ

HOUSEHOLDER PLANNING APPLICATION

RETENTION OF EXISTING FRONT, DORMER EXTENSIONS

Local Planning Authority: London Borough of Havering
Site Address: 36 Springfield Gardens, Upminster, RM14 3EJ
Proposal: Retention of existing front dormer extension.
Application Type: Householder Planning Application
Applicant: The Owner
Planning Consultant / Agent: Smart Skills Ltd
Date: 07October 2026

1. INTRODUCTION:

This Design, Planning and Access Statement has been prepared by Smart Skills Ltd in support of a Householder Planning Application at 36 Springfield Gardens, Upminster, RM14 3EJ. The application seeks planning permission for the retention of the existing front dormer extensions, which have already been constructed at the property. The purpose of the application is therefore to regularise the existing roof alterations and obtain planning permission for their continued retention. The property remains a single residential dwelling and the proposal does not involve the creation of an additional dwelling. The existing dormers provide additional usable accommodation within the roof space of the dwelling and make efficient use of the existing building. The proposal does not seek any further enlargement or alteration to the existing dormers. The application should be considered in the context of the established residential character of Springfield Gardens and the surrounding Upminster area, together with the scale, design and visual relationship of the existing dormers to the host property.

2.SITE AND SURROUNDING AREA:

36 Springfield Gardens is an established residential property within the London Borough of Havering. The surrounding area is predominantly residential and comprises a mixture of houses of similar suburban character, together with a number of properties which have been altered and extended over time.

The application property is an established dwelling with a pitched roof. The existing roof has been altered to incorporate dormer extensions to the front, side and rear roof slopes. The property remains clearly identifiable as a residential dwelling and the roof alterations provide additional accommodation without changing the established use of the property.

The surrounding residential area contains a variety of roof forms, loft conversions, dormers, roof lights and domestic extensions. The existing development should therefore be considered against the established pattern of residential adaptation within the locality.

3. DESCRIPTION OF THE PROPOSAL

The application seeks the retention of the existing front dormer extension.

The works comprise:

- an existing front dormer;
- existing side dormer accommodation;

- an existing rear dormer;
- associated roof alterations;
- windows serving the additional roof accommodation; and
- associated internal accommodation within the existing roof space.

No new extension is proposed as part of this application. The application is solely for the retention of the existing works. The dormers provide additional habitable accommodation while retaining the main residential use of the property. The submitted drawings demonstrate the existing roof arrangement, the location and dimensions of the dormers and their relationship with the main building.

4. PLANNING HISTORY AND CONTEXT:

The application relates to an existing residential property and the present application is intended to regularise the roof alterations already undertaken.

The proposal should be assessed on its planning merits, having particular regard to:

- the character and appearance of the host dwelling;
- the character of the surrounding residential area;
- the scale and massing of the dormers;
- their relationship with the existing roof;
- the effect on neighbouring properties;
- residential amenity;
- highway and parking considerations; and
- the established pattern of residential roof alterations within Havering.

5. DESIGN PRINCIPLES:

The dormers have been incorporated within the existing roof form rather than creating a separate additional storey. The principal roof remains identifiable and the dormers are read as roof-level additions to the existing dwelling. The side and rear dormers are predominantly contained within the existing roof envelope and have limited prominence from the public highway. The front dormer is more visible from the street; however, it remains a roof-level domestic feature and is proportionate to the overall scale of the dwelling. The roof alterations therefore do not fundamentally change the architectural identity of the property. The development represents the adaptation of an existing dwelling to provide additional accommodation within the available roof space.

6. FRONT DORMER:

The front dormer is an existing feature within the front roof slope. The front dormer provides additional accommodation within the roof space while maintaining the principal form and proportions of the dwelling. It does not extend above the principal roof ridge

and does not result in the creation of a separate storey. Although visible from the public realm, its scale is considered proportionate to the host property. The dormer is therefore considered to form part of the overall roof composition rather than appearing as a separate or dominant addition. The acceptability of front dormers is also supported by recent Havering planning decisions.

For example, application P1563.25 at 28 Meadow Way, Upminster, RM14 3AD, concerned a dormer to the front roof slope and was approved with conditions on 10 February 2026.

This is particularly relevant because the application property is also located in Upminster and within the RM14 postcode area.

The decision demonstrates that a front dormer is not, in principle, considered unacceptable within the local residential context, subject to its particular design and relationship with the host property.

7. SIDE AND REAR DORMERS:

The side and rear dormers are principally contained within the roof area and provide additional accommodation without creating a substantial increase in the footprint of the dwelling. The rear dormer is primarily experienced from the rear of the property and neighbouring properties, while the side dormer is viewed in conjunction with the existing roof form. Their scale remains proportionate to the dwelling. The dormers do not extend beyond the principal roof ridge and do not create the appearance of an additional full storey. The side and rear dormers are therefore considered to represent a domestic and proportionate form of roof enlargement.

8. ROOF VOLUME AND PERMITTED DEVELOPMENT CONTEXT

The front, side and rear dormers have been designed within the scale of a domestic roof enlargement. The roof enlargement is within the 50 cubic metre volume allowance generally associated with permitted development rights for roof enlargements to a dwelling house, subject to the detailed requirements, limitations and conditions applicable to the particular property. The 50m³ volume is relevant to understanding the scale of the development and demonstrates that the roof enlargement is not excessive in terms of its overall volume.

However, the applicant is submitting the present proposal as a Householder Planning Application for retention, and the application therefore asks the Council to consider the existing development on its planning merits.

The submitted roof plans demonstrate the extent of the roof alterations and the relationship between the original roof and the dormer structures.

The roof volume should therefore be considered alongside the design, visual appearance, residential amenity and surrounding context.

9. CHARACTER AND APPEARANCE

The development is considered to preserve the established residential character of the property and its surroundings. The dormers are domestic in scale and appearance and are directly related to the residential use of the building. They do not introduce a commercial or unrelated form of development. The main roof remains legible and the dormers do not overwhelm the overall proportions of the house. The development should also be considered in the context of the established pattern of residential extensions and loft conversions within the wider Havering area.

The existence of other approved dormer and roof alterations demonstrates that the Council recognises the need for existing dwellings to be adapted to provide additional accommodation, provided that the resulting development is acceptable in design and amenity terms.

10. RELEVANT HAVERING PLANNING DECISIONS:

A review of the London Borough of Havering's planning records identifies a number of relevant applications involving dormers, loft conversions and retrospective roof alterations. These decisions are not relied upon as creating a binding precedent, because each planning application must be assessed on its individual circumstances.

They are nevertheless useful in demonstrating the Council's recent approach to residential roof alterations.

10.1 P1301.25 – 113 Moor Lane, Upminster, RM14 1HE

Application P1301.25 concerned:

“Retention of part single, part two storey front, side, rear extensions and hip to gable loft conversion with rear dormer and roof lights to front.”

The application was a retrospective retention application and was approved with conditions on 22 January 2026.

This is a particularly relevant example because:

- it is located in Upminster;
- it has the same RM14 postcode area;
- it involved a retrospective application;
- it involved a loft conversion;

- it included a rear dormer; and
- it included front rooflights and other domestic alterations.

The decision demonstrates that Havering has recently accepted retrospective residential roof alterations where the resulting development was considered acceptable in planning terms.

10.2- P1437.25 – 9 Avelon Road, Romford, RM5 3XU

Application P1437.25 concerned:

"Retention of Front Dormers and Attached Rear Pergola."

The application was approved with conditions on 14 April 2026.

This is directly relevant to the current application because it involved the retention of front dormers as part of a retrospective planning application.

It provides further evidence that the Council can accept the retention of existing dormer structures where their relationship with the dwelling and surrounding area is satisfactory.

10.3 P0249.26 – 36 Geoffrey Avenue, Romford, RM3 0YH

Application P0249.26 concerned:

"Construction of a front porch, extension of front and rear dormers to existing loft conversion and the addition of steps to the rear…"

The application was approved with conditions on 14 May 2026.

This is relevant because the Council recently approved alterations involving both front and rear dormers to an existing loft conversion.

11. PLANNING WEIGHT OF THE COMPARABLE DECISIONS:

The above applications are not being relied upon as automatic precedents.

Planning decisions are made according to the circumstances of each individual property, including its design, position, surroundings, dimensions and relationship with neighbouring properties.

Nevertheless, the decisions demonstrate several relevant principles.

Havering has recently:

- approved retrospective roof alterations;
- approved retention of dormers;
- approved front dormers;
- approved rear dormers;
- accepted loft conversions;
- accepted hip-to-gable roof alterations; and
- determined several comparable domestic roof schemes as not requiring planning permission where the permitted development criteria were satisfied.

Of particular relevance is P1301.25 at 113 Moor Lane, Upminster, which involved retrospective retention of a loft conversion with a rear dormer and was approved in January 2026.

The location is also particularly useful because it is within Upminster RM14, providing a relevant local context for the present application.

12. VISUAL IMPACT:

The existing dormers do not result in an unacceptable visual impact. The main roof remains clearly identifiable and the dormers are read as extensions within the roof structure. The side and rear elements have limited public visibility. The front dormer is more visible but remains proportionate to the dwelling and does not extend above the principal roof ridge. The overall roof composition therefore remains appropriate for a suburban residential property. The development does not create the appearance of a separate additional storey or an over-scaled roof structure.

13. RELATIONSHIP WITH THE HOST DWELLING:

The dormers are directly related to the existing dwelling and serve additional accommodation within the same residential property. They do not create a separate building. They do not introduce a new residential use. They do not materially alter the footprint of the property. The existing dwelling remains visually and functionally coherent. The dormers therefore represent an appropriate form of adaptation of an existing residential building.

14. NEIGHBOURING RESIDENTIAL AMENITY:

The effect of the retained dormers on neighbouring properties has been considered. The development does not result in a substantial increase in the footprint of the dwelling. The dormers are located at roof level and their relationship with neighbouring properties is considered acceptable within the context of an established residential street. The proposal does not introduce an unacceptable overbearing impact.

The roof-level windows provide normal residential outlook and daylight to the additional accommodation. The development is not considered to result in an unacceptable loss of daylight or sunlight to neighbouring properties.

15. PRIVACY AND OVERLOOKING:

The dormer windows provide views normally associated with upper-floor residential accommodation. The development is located within an established residential environment where properties have existing upper-floor windows and views towards neighbouring gardens and properties. The dormers do not introduce an unacceptable or unusual level of overlooking. The positioning and orientation of the dormers are considered appropriate having regard to the surrounding properties.

The development therefore maintains an acceptable relationship with neighbouring residential properties.

16. HIGHWAYS AND PARKING:

The proposal does not create an additional dwelling. The existing use of the property as a single dwelling will remain unchanged. There is no material increase in traffic generation as a result of the roof accommodation. The existing vehicular access and parking arrangements will remain unchanged. The proposal therefore has no material impact on highway safety or parking provision.

17. ACCESS:

The application concerns alterations at roof level and does not involve any change to the existing pedestrian or vehicular access. The existing access from Springfield Gardens will remain unchanged. No additional highway works are proposed. The proposal therefore has no adverse impact upon accessibility to the property or the surrounding highway network.

18. SUSTAINABILITY:

The proposal represents the efficient adaptation of an existing residential building. The use of the existing roof space for additional accommodation avoids the need for a new building footprint and enables the existing dwelling to meet changing household requirements. The development therefore makes efficient use of existing residential land and building resources. The proposal is consistent with the general principle of adapting and improving existing housing stock.

19. LIVING CONDITIONS:

The dormers provide additional accommodation and improve the usability of the existing roof space. The roof-level rooms benefit from natural light and ventilation through the dormer windows. The additional accommodation is integrated with the existing dwelling and does not create an independent residential unit. The development therefore provides a practical improvement to the existing home.

20. DESIGN AND PLANNING JUSTIFICATION:

The retention of the dormers is justified by the following considerations:

a. Appropriate scale

The dormers remain proportionate to the host dwelling.

b. Subordinate form

The dormers remain subordinate to the principal roof and do not dominate the building.

c. Efficient use of roof space

The development makes effective use of the existing roof space to provide additional residential accommodation.

d. No additional dwelling

The property remains a single dwelling.

e. No material highway impact

Existing access and parking arrangements remain unchanged.

f. Acceptable relationship with neighbours

The dormers do not result in unacceptable overlooking, overbearing impact or loss of amenity.

g. Established local context

There are numerous examples within Havering of residential loft conversions and dormer extensions.

h. Local planning decisions

Recent Havering approvals demonstrate that appropriately designed dormer and loft alterations, including retrospective retention, can be acceptable.

i. RM14 / Upminster context

There are particularly relevant examples in Upminster, including 113 Moor Lane, 79 Argyle Gardens, 88 Howard Road and 28 Meadow Way.

21. PERMITTED DEVELOPMENT CONTEXT

The scale of the side and rear dormer extensions is within the 50m³ volume allowance associated with Class B roof enlargement, subject to the other applicable limitations and conditions. This provides useful context regarding the modest scale of the roof enlargement. However, the applicant is not asking the Council to determine the proposal solely by reference to permitted development rights. The current submission is a Householder Planning Application seeking the retention of the existing development.

The Council is therefore invited to consider whether the existing roof alterations are acceptable in their current form having regard to their design, scale, character, visual impact and effect on residential amenity.

On that basis, the development is considered acceptable.

22. PLANNING BALANCE

When considered as a whole, the proposal provides a number of benefits without resulting in material planning harm. The development provides additional accommodation within an existing home and makes efficient use of existing residential floor space.Against this, the potential planning impacts have been considered.

The dormers:

- do not create a separate dwelling;
- do not significantly increase the footprint;
- remain subordinate to the main building;
- do not rise above the principal roof ridge;
- do not result in an unacceptable change to the character of the area;
- do not result in unacceptable overlooking;
- do not create an unacceptable overbearing effect;
- do not materially affect highway safety; and
- do not require changes to existing access arrangements.

The development is therefore considered to represent a proportionate form of residential adaptation.

23. CONCLUSION

This Householder Planning Application seeks the retention of the existing front, side and rear dormer extensions at 36 Springfield Gardens, Upminster, RM14 3EJ.

The dormers provide additional accommodation within the existing dwelling and represent an efficient use of the existing roof space. The development remains subordinate to the principal dwelling and the original roof form remains identifiable. The side and rear dormers are predominantly contained within the existing roof envelope and have limited impact upon the public realm.

The front dormer, while more visible from the street, remains a proportionate domestic roof feature and does not create the appearance of an additional storey. The roof enlargement is within the 50m³ volume allowance associated with the relevant permitted development provisions, although the current application is being considered as a Householder Planning Application and the development is also justified on its planning merits.

The Council's recent planning decisions provide relevant supporting context. In particular:

- P1301.25 – 113 Moor Lane, Upminster RM14 1HE: retrospective retention of extensions and hip-to-gable loft conversion with rear dormer, approved January 2026;
- P1563.25 – 28 Meadow Way, Upminster RM14 3AD: front dormer, approved February 2026;
- P1437.25 – 9 Avelon Road, Romford: retention of front dormers, approved April 2026.

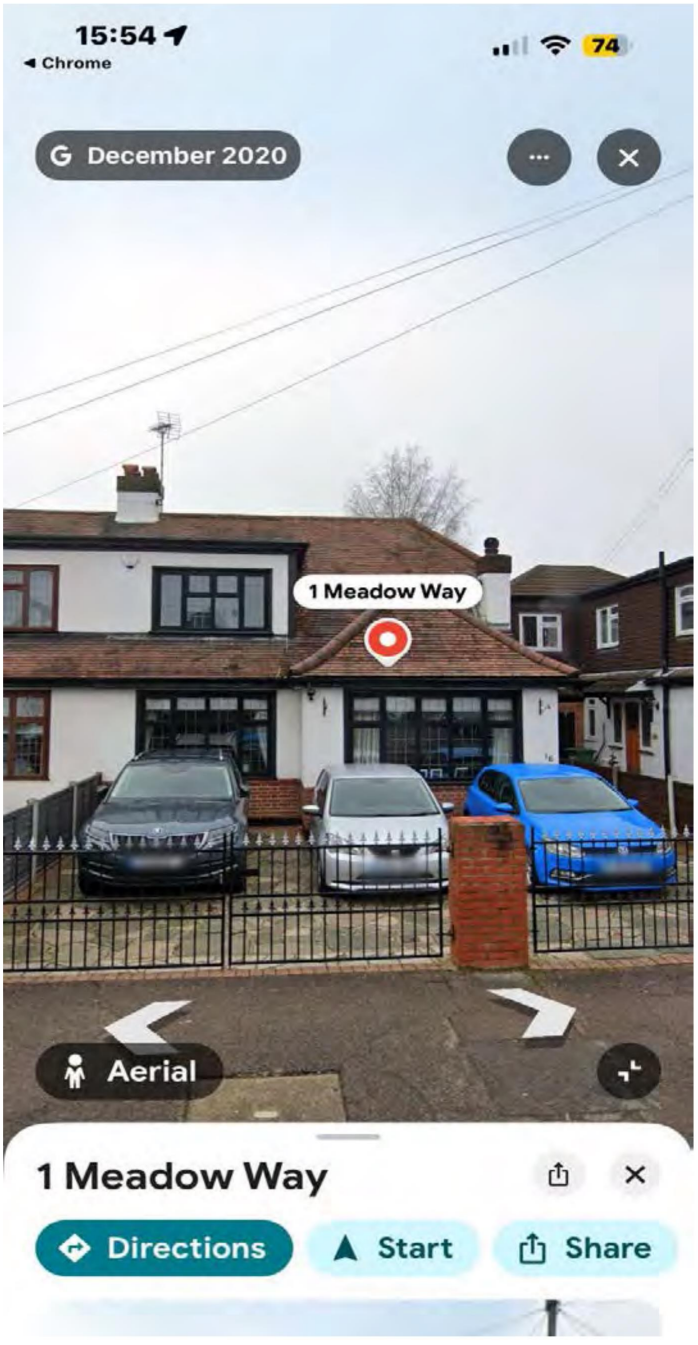
These decisions are not relied upon as binding precedents, but they demonstrate that Havering has recently accepted and approved a range of residential dormer and loft alterations, including retrospective retention.

Having regard to the scale and design of the existing dormers, their relationship with the host dwelling, the established residential character of Springfield Gardens, the absence of material harm to neighbouring amenity and the relevant recent decisions within Havering, the proposal is considered to represent an acceptable form of residential development. The Council is therefore respectfully requested to grant planning permission for the retention of the existing front, side and rear dormer extensions at 36 Springfield Gardens, RM14 3EJ.

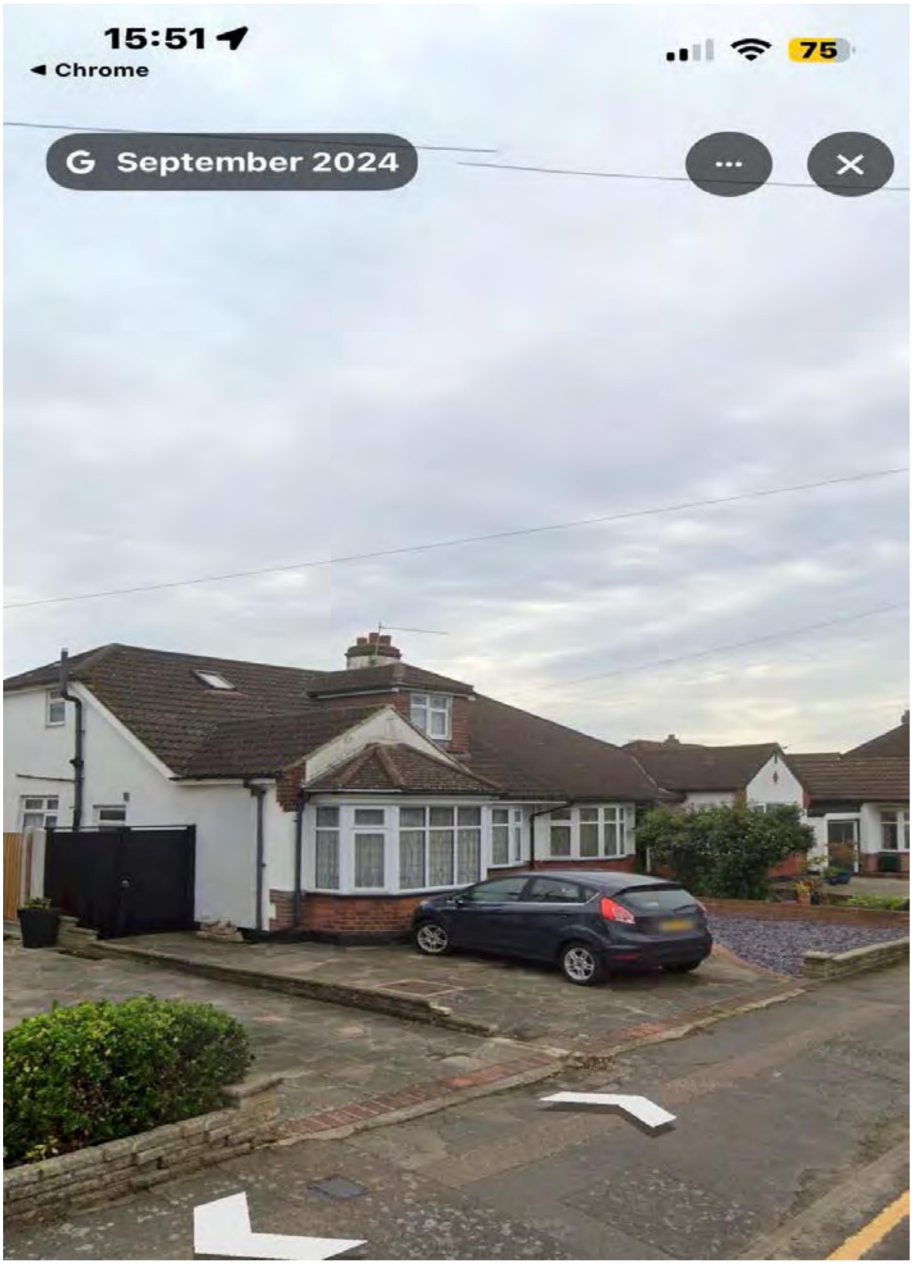
SIMILAR DEVELOPMENTS AT SPRINGFIELD ROAD AND NEIGHBOURING STREETS







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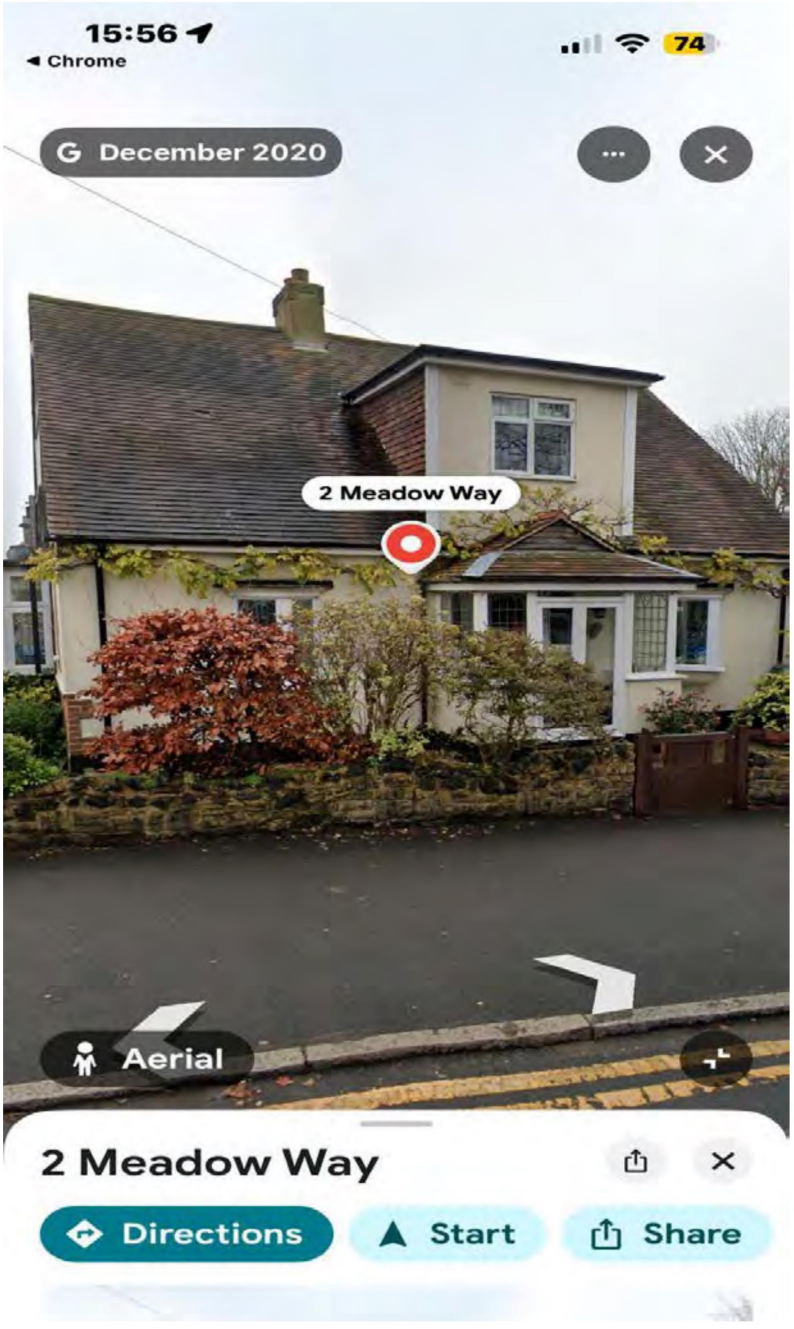


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