

1631 - Design and Access Statement

Cafe 108, 108 Ardleigh Green Road, Hornchurch

Design and planning submission for glazed canopies to the front and side and a retractable rear roof

JFD ARCHITECTURE

Who we are

JFD Architecture is a multi-award-winning architectural practice based in Essex, specialising in contemporary residential and commercial design. Led by Architect James Furzer, the studio works with private clients and developers across the UK, delivering everything from bespoke homes, extensions and high-end refurbishments through to larger residential and commercial developments

Our approach

Our architectural approach is centred around creating contemporary, highly considered spaces that respond directly to the people who use them. Every project is treated individually, balancing creativity and strong architectural character with functionality, context and buildability. We believe results come from collaboration, actively encouraging our clients to be part of the design process.

What we do

JFD guides projects from initial consultation and existing drawings through concept design, planning, technical design, tendering and construction. Our work ranges from small residential extensions and refurbishments through to bespoke homes, commercial projects and larger-scale developments. We co-ordinate all consultants resulting in a smooth, exciting and stress free process.

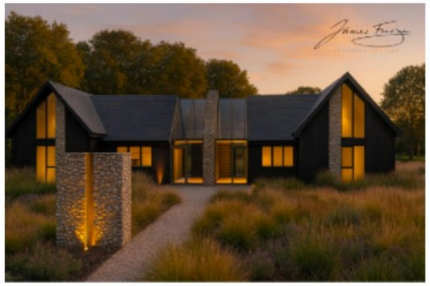
Design ethos

Our design ethos is centred on creating sustainable, functional and adaptable spaces that respond to both present needs and future change. We aim to design buildings that are efficient, practical and enjoyable to use, while considering material choice, longevity, flexibility and environmental impact from the earliest stages. We create spaces and environments that improve how clients experience their lives.

Recognition + experience

JFD is an internationally multi-award-winning practice, with work recognised across Europe, America and Asia. Founder James Furzer has also become a recognised voice within residential architecture, regularly speaking at Grand Designs Live and the Ideal Home Show, alongside appearances as an industry expert, awards judge and guest speaker.









DESIGN AND ACCESS STATEMENT

Cafe 108, 108 Ardleigh Green Road, Hornchurch, RM11 2SH

Proposed Single-Storey Glazed Canopies to the Front and Side, and a Retractable Arched Roof to the Existing Rear Semi-Outdoor Space

1.0 Introduction

1.1 This Design and Access Statement has been prepared by JFD Architecture on behalf of Mr Serdal Gok in support of a full planning application to the London Borough of Havering for alterations to Cafe 108, an established café (Use Class E(b), formerly A3) at 108 Ardleigh Green Road, Hornchurch.

1.2 It should be read with the submitted location plan and the existing and proposed drawings listed in section 14.0, in particular drawing PL01 (proposed plans and elevations) and drawing PL02 (proposed ground floor plan at 1:50 and proposed block plan).

1.3 The proposal comprises: a single-storey glazed canopy enclosure to the front of the unit, in front of the retained shopfront; a second single-storey glazed canopy enclosure along the southern (Cecil Avenue) side of the unit; and a retractable arched roof over the existing semi-outdoor space at the rear, with glazed folding doors to its rear end and glazed sliding panels along its southern side.

1.4 The proposed drawings do not show any outdoor tables or seating. No seating is proposed on the public highway, so no pavement licence is required.

2.0 Site and Existing Building

2.1 The site is a two-storey end-of-terrace unit at the junction of Ardleigh Green Road and Cecil Avenue, with commercial use at ground floor. It forms part of the Ardleigh Green Road Local Centre (Havering Local Plan, Local Centre 36, Ardleigh Green Road 88–122 evens), a parade of shops, cafés, takeaways and services with residential above.

2.2 The existing ground floor has a gross internal area of 149.39 m² (existing drawing 001), comprising the shop and seating area, kitchen, storage, utility, WC and a semi-outdoor space at the rear of 34.58 m².

2.3 The rear semi-outdoor space is an existing, long-established enclosed seating area that has been in place for more than four years. It was substantially completed before 25 April 2024, so it is immune from enforcement action under section 171B of the Town and Country Planning Act 1990 (the four-year rule for operational development, preserved by the transitional provisions of the Levelling-up and Regeneration Act 2023).

2.4 To the front and side of the shop is an open, hard-surfaced forecourt within the site, which is currently used for café tables and chairs.

2.5 The site is not in a conservation area and is not subject to an Article 4 direction. The building is not statutorily listed and is not known to be locally listed. It lies in Flood Zone 1 (low probability) and within a broad Tier 3 Archaeological Priority Area (prehistoric potential beneath gravel deposits).

3.0 Planning History

3.1 The café use was established under P1534.09 (A2 to A3) and P1355.16 (single-storey side extension and change of use to A3).

3.2 Opening hours are controlled by condition 8 of P1052.17: 07:00–23:00 Monday to Saturday and 08:00–22:00 on Sundays and Bank Holidays.

3.3 Condition 8 of P1534.09 requires three bollards on the southern side of the building, to prevent parking at the front and side. Condition 9 of P1534.09 and condition 5 of P0384.14 prevent parking in the service and delivery yard.

3.4 No change to the approved hours, kitchen extraction, odour control or plant is proposed, and the existing conditions on waste, odour and noise would continue to apply.

4.0 Description of the Proposed Development

4.1 Front canopy. A single-storey canopy enclosure is proposed on the forecourt in front of the existing shopfront, measuring 5042 mm wide by 3050 mm deep overall (approximately 15.4 m²) on drawing PL02. It is formed by corner posts with glazed sliding panels to the front and sides and a hinged door at the front left-hand corner. The existing shopfront and entrance door are retained behind it.

4.2 Side canopy. A second single-storey canopy enclosure is proposed along the southern side of the shop, measuring 2782 mm by 5290 mm overall (approximately 14.7 m²) on drawing PL02, enclosed by glazed sliding panels between posts.

4.3 Together, the two canopies measure approximately 30.1 m² to their overall dimensions, which is less than 40 m². The internal floor area is to be confirmed on the drawings [TBC – GIA].

4.4 Rear semi-outdoor space. The existing semi-outdoor space (34.58 m²) is retained on its existing footprint. Drawing PL01 shows a retractable arched roof over it, a three-panel glazed folding door at its rear end in place of the existing pair of doors, and glazed sliding panels above a brick plinth along its southern side facing Cecil Avenue [TBC – confirm the extent of existing side wall to be replaced]. No new floorspace is created.

4.5 The internal layout of the shop, kitchen, storage, utility and WC is otherwise unchanged.

5.0 Use and Amount

5.1 The use remains a café within Use Class E(b).

5.2 The front and side canopies are enclosed by glazed panels and form part of the café's customer space, giving improved all-year seating. Their panels can slide open in good weather.

5.3 The retractable roof allows the existing rear seating area to be opened in good weather and closed in poor weather. Its use is unchanged.

5.4 The proposed drawings do not show a seating layout or the number of covers. The final number of covers will be confirmed at detailed fit-out stage [TBC], and the café will continue to operate within its existing permitted hours and the measures set out in the accompanying Management Plan.

6.0 Layout

6.1 The front canopy sits on the forecourt directly in front of the shopfront. The main customer entrance remains from Ardleigh Green Road, through the new canopy door and the retained shop door.

6.2 The side canopy runs alongside the southern flank of the shop, from the front building line back towards the kitchen, in front of the existing full-height glazed screen to the shop and seating area.

6.3 Both canopies are drawn within the red line, and nothing is shown on the public footway.

6.4 The remaining triangular forecourt at the corner stays open, with no seating shown on it. The drawings show a line of posts and a screen along its boundary [TBC – confirm what this is, e.g. railings, planters or a glazed screen, and its height].

6.5 The three bollards on the southern side of the building required by condition 8 of P1534.09 will be retained [TBC – bollard positions to be shown on the block plan, clear of the side canopy].

6.6 The service and delivery yard is unaffected, and the kitchen, storage, WC and refuse arrangements are unchanged.

7.0 Scale and Appearance

7.1 All the proposed structures are single-storey and lightweight, and sit below first-floor level of the host building (+2710 mm on drawing PL01), so the building's two-storey form and roofline stay clear.

7.2 Scaled from drawing PL01, the canopies are approximately 2.3 m to the head of the glazing and 2.5 m to the top of the fascia above internal floor level [TBC – to be dimensioned on the elevations].

7.3 The proposed front and side elevations show a regular rhythm of full-height glazed panels across the front and side canopies, below the existing "Cafe 108" fascia, so the café stays open and transparent to the street. This supports an active frontage in line with Local Plan Policy 13.

7.4 At the rear, the retractable arched roof rises to approximately 3.0 m above rear external ground level (scaled from PL01) [TBC]. It replaces the existing roof over the semi-outdoor space with a lighter structure, and the existing garage shutter is retained.

7.5 Materials and colours are not annotated on the proposed drawings and are to be confirmed [TBC]: canopy framing and posts; glazing; canopy roofs; retractable roof; plinth (brick to match the existing is suggested); and rainwater goods. Any new signage would be subject to a separate advertisement consent application where required.

8.0 Landscaping

8.1 There are no trees on the site, and no soft landscaping is lost [TBC – confirm]. The remaining forecourt stays hard surfaced.

9.0 Amenity

9.1 The site lies within a commercial parade, and the frontage faces the main road, away from residential gardens. Customer seating at the front and side is within the glazed canopies. With the panels closed they contain noise; with them open, noise is controlled by management measures.

9.2 The opening panels to the canopies and to the rear space will be closed by 22:00, as will the retractable roof [TBC – suggested], and no amplified music will be played while panels or the roof are open.

9.3 External lighting would be low level and directed downwards [TBC]. Under Local Plan Policy 14, a Food and Beverage Management Plan accompanies this application.

10.0 Access

10.1 Pedestrian access is unchanged, from Ardleigh Green Road. Drawing PL02 shows the canopy floor at the existing external level (−50 mm) and the shop floor at ±0, a 50 mm change at the retained shop entrance. Level or gently ramped access and clear door widths suitable for wheelchair users are to be confirmed [TBC – thresholds and door widths are not dimensioned].

10.2 At the rear, the semi-outdoor space is at −215 mm, with the external ground at −265 mm (drawing PL01).

10.3 Routes within the canopies and across the remaining forecourt are kept clear, and nothing is placed on the footway. The site is served by local bus services and lies roughly 1.5 km from Emerson Park and Gidea Park stations.

10.4 No change to parking or servicing is proposed. Deliveries continue to use the existing arrangements, and the conditions preventing parking on the forecourt and in the service yard remain in force.

11.0 Drainage and Sustainability

11.1 The site is in Flood Zone 1, so no flood risk assessment is required. Drawing PL02 shows a rainwater downpipe at the front left-hand corner of the front canopy. Rainwater from the new roofs will discharge to the existing surface water system [TBC], or to a soakaway or water butt where feasible.

11.2 The works involve only shallow foundations to small single-storey structures. The canopies and roof will meet the current Building Regulations for thermal performance and safety glazing.

12.0 Biodiversity Net Gain

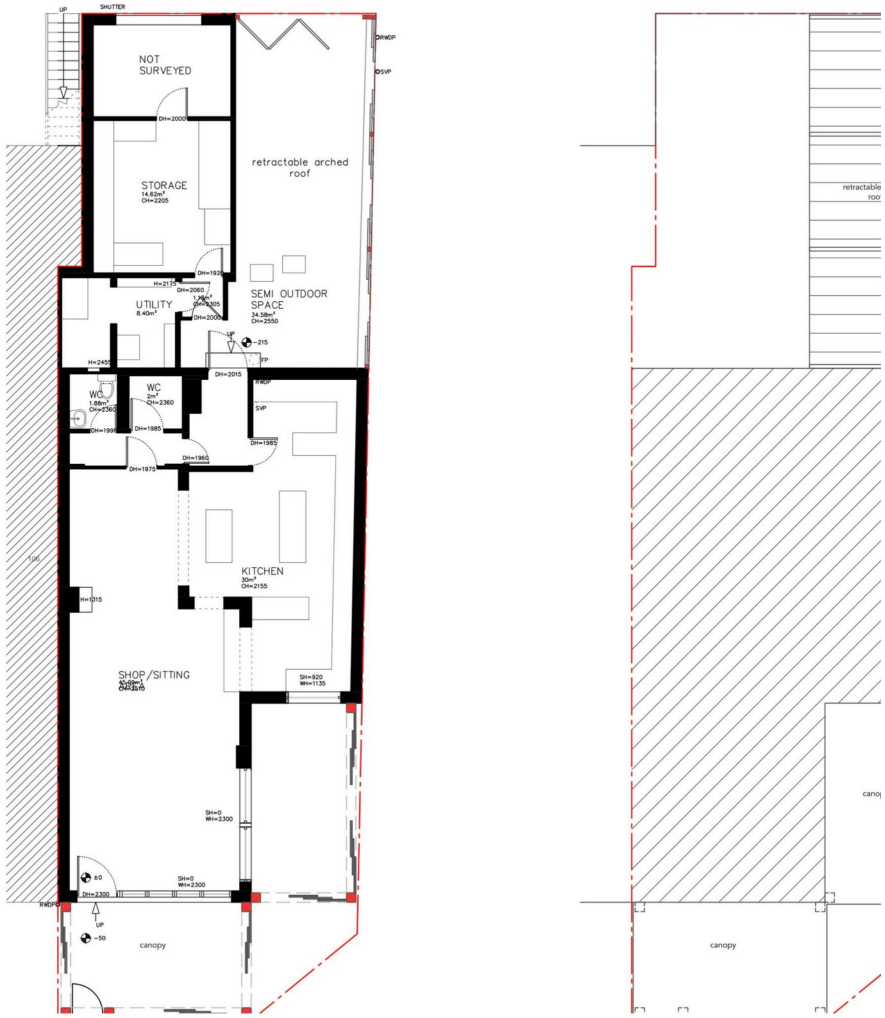
12.1 The development affects no onsite habitat, or less than 25 m² of habitat (the area is existing hardstanding and building), and is therefore exempt from statutory biodiversity net gain under the de minimis exemption (Biodiversity Gain Requirements (Exemptions) Regulations 2024) [TBC – confirm].

13.0 Planning Policy

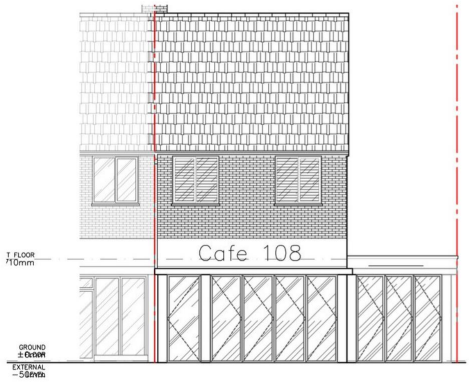
13.1 The proposal has been prepared with regard to the National Planning Policy Framework (December 2024); London Plan (2021) Policies D4, D5, D14 and T4; and Havering Local Plan (2016–2031) Policies 13 (Town centre development), 14 (Eating and drinking), 23 (Transport connections), 24 (Parking provision and design), 26 (Urban design), 27 (Landscaping), 32 (Flood management), 34 (Managing pollution) and 36 (Low carbon design).

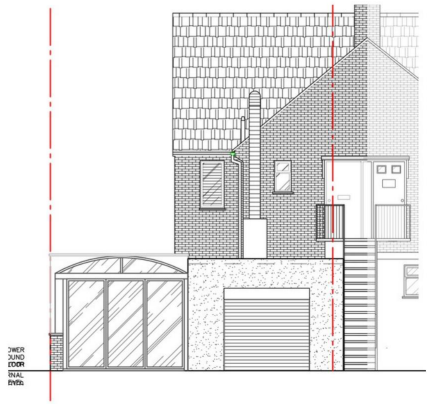
13.2 The proposal supports the vitality of the Local Centre, provides an active frontage, and is of an appropriate scale and design.

Proposed Drawings (extracts from PL01, not to scale)



PL01 – 1. proposed ground floor plan and 2. proposed roof plan





PL01 – 3. proposed front elevation and 4. proposed rear elevation



PL01 – 5. proposed side elevation (south, Cecil Avenue)

14.0 Submitted Drawings

14.1 Existing: 001 existing ground floor plan; 002 existing west/front and east/rear elevations; 003 existing south/side and north/side elevations.

14.2 Proposed: PL01 proposed drawings – 1. proposed ground floor plan, 2. proposed roof plan, 3. proposed front elevation, 4. proposed rear elevation, 5. and 6. proposed side elevations (all 1:100).

14.3 Proposed: PL02 proposed drawings – 1. proposed ground floor plan (1:50), 2. proposed block plan (1:200).

14.4 Location plan at 1:1250 [TBC – drawing number].

15.0 Conclusion

15.1 The proposals are modest, well-designed improvements to an established local café: two lightweight glazed canopies to the front and side, and a retractable roof over the existing rear seating area.

15.2 They keep the café open and transparent to the street, support the vitality of the Ardleigh Green Road Local Centre and add less than 40 m² of floorspace.

15.3 With the measures in the accompanying Management Plan, they would cause no harm to neighbouring amenity, highway safety or the character of the area.

15.4 On this basis, favourable consideration of the application is respectfully requested.

JFD Architecture – on behalf of Mr Serdal Gok

