Havering
LONDON BOROUGH

Planning Control
London Borough of Havering
Town Hall, Main Road
Romford RM1 3BB

Please call: **Panyun Chow**
Telephone: **01708 433473**
email: Planning@havering.gov.uk

Date: 16th November 2026

MR ALAN ELLIS
36 WOODHALL CRESCENT
hornchurch
RM113NW

Dear Sir/Madam

APPLICATION ACKNOWLEDGEMENT

Application No:	**D0442.26**
Proposal:	Certificate of lawfulness for proposed hip to gable roof alteration, loft conversion including a rear dormer and a window in the gable end
Location:	111 Marlborough Gardens Upminster

Thank you for your application, which we received on 10th November 2026. Your application has been confirmed as valid from 10th November 2026 and consultations will now be carried out. For information comments received from the public or consultees are not published on our website.

To assist in the assessment of your application, if possible please email timed and dated photographs showing the site from front, side and rear; and its relationship to neighbouring properties to planning@havering.gov.uk. They will be passed on to the case officer. This will not remove the need for a site inspection in every case but in a number of cases may enable your application to be decided without a site visit.

If you have not received this Authority's decision in writing by 5th January 2027 and have not agreed in writing to extend the period within which a decision may be given, you may appeal to the First Secretary of State under Section 195 of the Town and Country Planning Act 1990.

Appeals must be made on a form available from the Planning Inspectorate, Room 308a, Kite Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN.

As part of the planning application process, we collect and process personal data. Details on what information we collect and how we use it is available online at www.havering.gov.uk/dataprotection

Yours faithfully

Planning