DESIGN AND ACCESS AND PLANNING STATEMENT

FIRST FLOOR FLAT 181a STATION LANE HORNCHURCH RM12 6LL

Dated: 16-11-2026

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SITE ADDRESS:
FIRST FLOOR FLAT 181a STATION LANE HORNCHURCH RM12 6LL

PROPOSAL DESCRIPTION:
LOFT CONVERSION WITH REAR DORMER AND SKYLIGHTS.

INTRODUCTION:
This design and access statement has been submitted in support of a planning application for loft conversion with rear dormer and skylights at the above property. This statement comprises the supporting documentation to the planning application. All information necessary to determine the application would be found within this document. This statement seeks to demonstrate that the proposed development is in accordance with the National Planning Policy Framework (NPPF) and local planning policies and should be considered for approval.

EXISTING SITE CONTEXT:
The application site is located in the London Borough of Havering. The application site is first floor flat within a terraced property situated on the Station Lane. The surrounding area is characterised by similar two storey terraced residential properties. The existing property is not listed. The site is not located within a conservation area. The property is situated within easy reach of many local amenities including schools, shops, super markets, places of worship, open spaces for social venues and transport options.

PROPOSED DEVELOPMENT:
The proposal involves the following works:

- Conversion of existing loft space into habitable accommodation at first floor flat.
- Installation of rooflights/skylights to the front and/ rear roof slopes to provide natural light and ventilation.
- Internal alterations to facilitate access to the new loft space, including installation of a staircase.

The overriding objective of the proposed project is to convert the unused roof space into a habitable area, thereby increasing the property's functionality and overall residential capacity. The scheme includes the addition of a new bedroom, ensuite and storage at first floor flat. The internal layout has been designed to be safe, efficient, and functional, ensuring that all habitable rooms benefit from adequate levels of natural light and ventilation, in line with modern living standards. No changes are proposed to the existing footprint of the building. The proposal does not increase the height or footprint of the existing property. The scale of development is modest and appropriate to the context of the site.

MATERIALS:

The proposed materials finishes will match to the existing:
Walls: Stud walls with tiles.
Roof: Warm deck flat roof.
Windows: UPVC double-glazed windows/Velus windows
Doors: UPVC double glazed doors.
Tiles: Front and cheek walls of the dormer will be tiles hung.
Roof Lights: The projection of the front roof light will not exceed more than 150mm.
All materials will match the existing dwelling in appearance and quality, ensuring the visual impact of the development is minimal.

IMPACT UPON NEIGHBOURING AMENITY:

Careful consideration has been given to the potential impact on neighbouring residential properties in terms of natural light, overshadowing, overlooking, and overbearing effect. Therefore, the rooflights are positioned to minimise views and primarily serve to provide light and ventilation. Given the modest nature of the proposal, thereby preserving privacy for adjoining occupiers, the impact on neighbouring amenity is considered negligible.

ASSESSMENT AND EVALUATION:

It is considered that there would be no impact from the proposal on the amenities of the properties neighbouring the subject site in terms of levels of sunlight, daylight, overshadowing, outlook and noise, due to the orientation of the rear gardens of the application site.

QUALITY OF ACCOMMODATION:

The internal layout has been designed to meet the space standards and council core strategy.
To ensure a robust assessment of the proposal, the proposed conversion has been re-assessed against; Internal Space Standards (as set out under the Technical housing standards).

Taking the above into consideration, we are of the view that the loft conversion would meet space standards and provide high-quality living spaces for future residents. The layout of the proposed loft conversion ensures that direct early morning and midday sunlight is received into at least one habitable room per day. The development respects the character of the area, does not adversely impact neighbours, and represents a sustainable use of existing residential space.

SUSTAINAILITY:

The development will use the most energy-efficient construction materials and methods using high-performance thermal insulation products and low-carbon emitting appliances. All modifications and new construction will be to the latest building regulations taking specific account of the fire, ventilation, and acoustic requirements.

ACCESS AND PARKING:

The proposed works will not change the main access arrangements to the flat. The existing entrance remains safe, unobstructed, and fully accessible for residents. There will be no change in the parking and access arrangement.

POLICY CONTEXT:

The following policies were used in the consideration of this application

- ***National Planning Policy Framework (NPPF) (DLUHC, 2021)***
- ***London Plan consolidated with alterations Core Strategy 2010***
- ***Policy D4 (Delivering good design)***
- ***Policy D5 (Inclusive design)***
- ***Policy D6 (Housing quality and standards)***
  HAVERING LOCAL PLAN
- ***Policy 7 (Housing Size and Type)***
- ***Policy 26 (Urban Design)***
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- ***Policy 27 (Residential Extensions and Alterations)***

In addition, the scheme has been assessed against the Residential Extensions and Alterations SPD. Given its scale, siting, and design, the proposal will integrate sympathetically with the existing roofscape and surrounding built form, while delivering a valuable enhancement to the property's living accommodation.

SIMILAR APPROVED PROJECT:

- **99A UPPER RAINHAM ROAD HORNCHURCH RM12 4EF**
  Ref No:P0585.26

CONCLUSION:

The proposed development for loft conversion is considered by local and national policies. The development will provide a high standard of living and much-needed space for future and current residents. The proposal considerably supports the Council and National Planning Policy Framework.

It is therefore considered that the design of the proposed development is compliant with local council planning policy. The proposal would have a salutary and efficacious impact of the character and appearance of the dwelling and on the surrounding area would bring more harmony, balance and overall betterment of the area.