

Residential Extensions and Alterations

Supplementary Planning Document













Adopted February 2010

Waltham Forest

INTERPRETING AND TRANSLATION ASSISTANCE

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GUJARATI

આ માર્ગદર્શિકા બીજી ભાષા, મોટ અક્ષર, બ્રેઈલ અને ઓડિયો ટેપના માધ્યમથી મળી શકશે અથવા તો માંગણી કરવાથી ભાષાંતર સેવા ઉપલબ્ધ કરવામાં આવી શકશે. જો તમને આ સેવાની જરૂરત લાગે, તો કૃપા કરીને અમારો સંપર્ક સાધો.

HINDI

यह मार्गदर्शन अन्य भाषाओं, बड़े प्रिंट, ब्रेल, ऑडियो-टेप प्रारूप में उपलब्ध कराया जा सकता है अथवा अनुरोध पर अनुवाद सेवा प्रदान की जा सकती है। इन सेवाओं तक पहुँच बनाने के लिए कृपया नीचे दिए गए पते पर हमसे संपर्क कीजिए।

PUNJABI

ਇਹ ਦਿਸ਼ਾ-ਨਿਰਦੇਸ਼ ਦੂਜੀ ਭਾਸ਼ਾਵਾਂ, ਵੱਡੇ ਛਾਪੇ, ਬ੍ਰੇਲ, ਆਡੀਓ ਟੇਪ ਫਾਰਮੇਟ ਵਿੱਚ ਉਪਲਬਧ ਕਰਾਏ ਜਾ ਸਕਦੇ ਹਨ ਜਾਂ ਬੇਨਤੀ ਕਰਨ ਤੇ ਅਨੁਵਾਦ ਸੇਵਾ ਮੁਹਈਆ ਕੀਤੀ ਜਾ ਸਕਦੀ ਹੈ। ਜੇ ਤੁਸੀਂ ਇਹ ਸੇਵਾਵਾਂ ਪ੍ਰਾਪਤ ਕਰਨਾ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਹੇਠ ਦਿੱਤੇ ਪਤੇ ਤੇ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰੋ।

TURKISH

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URDU

یہ رہنمائی دیگرزبانوں، بڑےحروف، بڑی اشاعت، بریل اورآڈیوٹیپ کی شکل میں مہیا کی جاسکتی ہے یا درخواست کرنےپرترجمےکی خدمت فراہم کی جاسکتی ہے۔ اگرآپ ان خدمات تک رسائی حاصل کرنا چاہتےہیں، توبرائےمہربانی ہم سے نیچے دئیےگئےپتےپررابطہ کریں۔

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Foreword



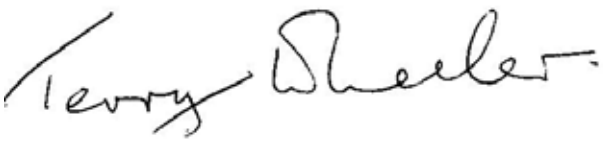
As Urban Design Champion for Waltham Forest, I have great pleasure in publishing the Council's Supplementary Planning Document (SPD) on Residential Extensions and Alterations. The document has been subject to extensive public consultation with local people, statutory agencies and other interested parties and we have sought to incorporate the majority of comments and views expressed within the guidance.

The Council is committed to raising the standard of design in Waltham Forest. Good design is fundamental to making better places and improving the quality of people's lives. Whilst there is much within Waltham Forest we can rightly be proud of, we face a number of challenges in seeking to improve the character and quality of many of our residential areas within the borough.

Whilst the majority of planning applications by householders are minor, collectively they can have a significant impact on the quality, perception and living environments of our residential neighbourhoods. The overriding aim of this document is therefore to significantly raise the quality of design within the borough and to build upon and improve local character in all new development. I want to see proposals for our residential areas which are attractive and durable, and make a positive contribution to local character.

I hope you will find this document interesting and useful and an important step in helping us further develop our design agenda for Waltham Forest as a place where people are proud to live, work and visit.

Thank you,



Councillor Terry Wheeler
Urban Design Champion



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Chapter 1

Introduction

The purpose of this document is to provide clear guidance on the design of residential extensions and alterations. It is intended to help those submitting applications to make design choices that are more likely to be granted planning permission, to support planning officers when making those decisions, and to make the planning process clearer and smoother for all involved.

1.1 What type of building work does this document provide guidance for?

This document provides guidance for people wanting to extend or alter their home. Some work will require planning permission whilst other work may be 'permitted development'. Section 4.1 provides further detail on whether the works you are proposing will require planning permission.

This document provides guidance for extensions or alterations that require planning permission. However, the design principles set out in Chapter 5 can also be used as best practice guidance for work that does not require planning permission.

This document does not provide advice for residential conversions (this is when a home is subdivided into two or more flats), or for other types of building such as new houses. Advice for residential conversions is set out in the Council's 'Dwelling Conversions Interim Planning Policy' and can be downloaded from www.walthamforest.gov.uk/index/environment/planning/planning-policy/local-dev-framework/dwelling-conversions.htm. This can also be obtained by calling the Duty Planning Officer whose contact details are in Chapter 6 below.

This document provides guidance for people wanting to extend or alter their home

1.2 Why has this document been written?

The Council recognises and supports home owners who wish to alter their homes to allow for changing needs. The Council is also aware that changes required by one homeowner will not necessarily be suitable for another.

The Council currently deals with approximately 700 Planning Applications for residential extensions or alterations each year which represents around one third of all applications received. This is a considerable amount of potential development which collectively has a significant impact on the residential environment of the borough. It is therefore important that the design of new extensions or alterations are high quality. The Council is

committed to improving the quality of design in the borough which it sees as essential in achieving high quality, attractive and sustainable living environments.

In thinking about changes to their home, the Council is keen to encourage residents to consider the effects of climate change and to take appropriate, cost-effective and energy-efficient measures to mitigate these impacts when extending or altering their property. These could include improvements to insulation, draught-proofing, more efficient heating, low energy lighting and installation of solar panels. More detailed information is provided within this guidance.

In thinking about changes to their home, the Council is keen to encourage residents to consider the effects of climate change and to take appropriate, cost-effective and energy-efficient measures to mitigate these impacts when extending or altering their property

This document sets out clear guidance for homeowners on the design of extensions and alterations, and seeks to explain what the Council looks for when considering applications. This should in turn help to make the process clearer and simpler for all involved. The guidance seeks to ensure that extensions or alterations are sympathetic to the design of the existing property and do not detrimentally affect the living conditions of neighbours or the immediate environment.

This document sets out clear guidance for homeowners on the design of extensions and alterations and seeks to explain what the Council looks for when considering applications

1.3 How to use this document

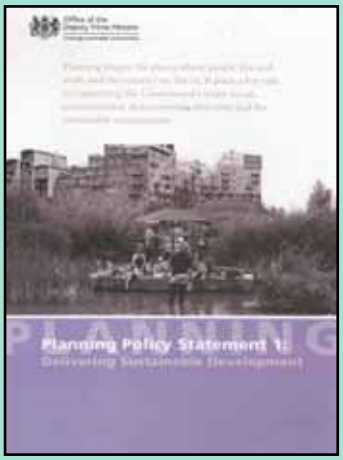
The document is divided into 7 Chapters. Before making a Planning Application it is important, as a minimum, to read Chapters 4 ‘Understanding the Planning Process’ and 5 ‘Design Principles’.

The ‘Understanding the Planning Process’ section gives guidance on how the planning process works and provides further information to help you decide whether or not you need to apply for planning permission.

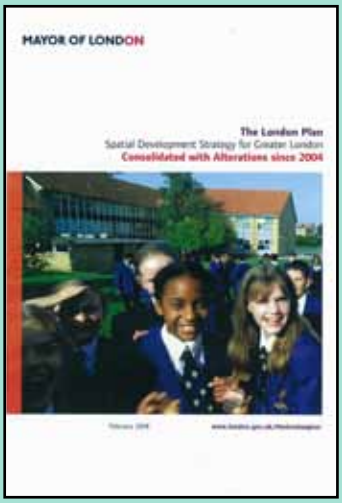
The ‘Design Principles’ Chapter is the heart of the document and provides both general and detailed advice under the key forms of extension applied for. These include rear extensions, side extensions, front extensions, roof extensions, outbuildings, and annexes. Both the general design principles and the detailed design principles should be followed when planning an extension or alteration. Images have been used to support the text and have ticks or crosses alongside them to indicate whether the extension shown in the image is considered an appropriate solution or not.

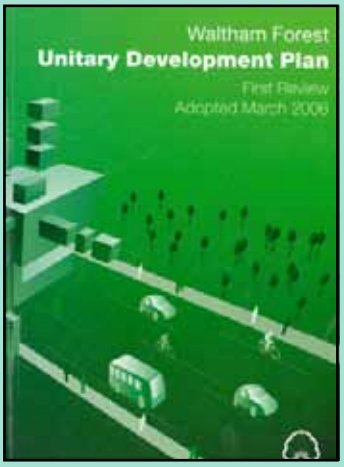
Chapter 6 at the end of the document provides a list of the key contacts.

Before making a Planning Application, it is important, as a minimum, to read Chapter 4 'Understanding the Planning Process' and 5 'Design Principles'


Planning Policy Statement 1:
Delivering Sustainable Development


Communities
PLANNING


MAYOR OF LONDON
The London Plan
Spatial Development Strategy for Greater London
Consolidated with Alterations since 2004


Waltham Forest
Unitary Development Plan
First Review
Adopted March 2006

Chapter 2

Policy Context

This document is written within the context of current national, regional and local planning policy guidance on design. National policy is provided by Central Government, regional policy by the London Mayor and local policy by Waltham Forest Council. The documents that have provided the context for this document are listed in the references section below.

This document is written within the context of current national, regional and local planning policy guidance on design

2.1 National policy

At the national level, Government documents Planning Policy Statements (PPS) 1 and 3 both set out clear objectives in seeking to achieve high quality design and better place-making and state that high quality and inclusive design should be the aim of all those involved in the development process (PPS1, paragraph 35). PPS 1 states that proposed development should be well integrated with, and complement, neighbouring buildings and the local area in terms of scale, density, layout and access. Design which is inappropriate in its context, or which fails to take the opportunities available for improving the character and quality of an area and the way it functions, should not be accepted.

Design which is inappropriate in its context, or which fails to take the opportunities available for improving the character and quality of an area and the way it functions, should not be accepted

Additional national guidance for development within conservation areas or proposals affecting listed buildings is set out in PPG 15 (Planning and the Historic Environment).

2.2 Regional/London Plan policy

Policy on good design is set out in the Mayor's London Plan (2008, consolidated with alterations) which reinforces the importance of high standards of design in making London a better city to live in and one which is healthier, more attractive and green (paragraph 4.96).

The Mayor's London Plan reinforces the importance of high standards of design in making London a better city to live in and one which is healthier, more attractive and green

2.3 Local/Waltham Forest policy

The local plan for the borough is the Waltham Forest Unitary Development Plan (UDP) 2006, which sets out a range of policies for guiding all forms of development in the borough, including domestic extensions and alterations.

Policy BHE3 in the UDP states that the Council will seek to ensure that proposals do not harm the local environment or the amenity of neighbouring occupiers. Permission will be granted for development if it;

A) provides a satisfactory level of sunlight, daylight, privacy and outlook for occupiers of existing and adjoining properties; and
B) does not prejudice the amenity of the occupiers of adjacent properties …; and
C) provides adequate arrangements for the storage, collection and disposal of refuse.

Policy PSC5 in the UDP gives specific advice on residential extensions and states that;

While extensions will be considered on their individual merits, the Council will normally expect developments involving alterations and/or extensions to buildings to:

A) respect the architectural character, window and door size pattern, materials, details and other conventions of the original building; and
B) retain and restore existing traditional features and materials, where appropriate.

In addition, the occupiers of the existing building and properties nearby should not suffer any unreasonable loss of privacy, outlook or sunlight/daylight as a result of the extension or alteration.

When it is possible to make use of the roof space, the proposed dormer window or roof extension should be placed well away from the eaves and flank or party walls, be sympathetic in materials and design, and should not raise the height of the ridge. Normally, such an extension/dormer should not be located on the front elevation.

Extensions beyond the front main wall of the house, other than the front entrance porches, are normally unacceptable. Extensions to the side of the house will only be favourably considered where there is a high standard of design in style and materials sympathetic to the property and the area.

This Supplementary Planning Document provides further detail to relevant UDP policies, and will be taken into account when the Council determines a planning application for a residential extension or alteration. If a planning application is rejected and goes to appeal, this document will be referred to in an appeal as a material consideration, which means it is a policy document that a Planning Inspector needs to take into account.

Under recent planning legislation, the Council are required to produce a new set of documents to guide development called the Local Development Framework (LDF). Once

the Council has produced the main or 'Core' document of the LDF, it is intended that this document will supplement the Framework.

This document supersedes Supplementary Planning Guidance Note 4, House Extensions, Adopted September 1996.

This Supplementary Planning Document provides further detail to relevant UDP policies, and will be taken into account when the Council determines a planning application for a residential extension or alteration

2.4 Design & Access Statements

In 2006 legislation was introduced that requires those submitting planning applications in Conservation Areas or applying for listed building consent to include a Design and Access Statement with their application.

A Design and Access Statement is a short description setting out the design principles and concepts that have been applied to a particular development; and how issues relating to access to the development have been dealt with.

For further advice on how to write a Design and Access Statement please refer to Council's website at www.walthamforest.gov.uk/design-access-statements-guidance27mar07.pdf

In 2006 legislation was introduced that requires those submitting planning applications in Conservation Areas or applying for listed building consent to include a Design and Access Statement with their application








stakeholder workshop

Chapter 3

Waltham Forest Characterisation Study

As part of the preparation of this document, the Council commissioned a Characterisation and Local Distinctiveness Study in accordance with the principles set out PPS1, paragraph 19. This study included an analysis of the Borough's overall character and set out a number of key findings and recommendations which have informed the design principles within this document.



In December 2008, the Council held a workshop with around 40 expert stakeholders to present the draft findings of the Characterisation Study and to assist in identifying the scope and content of the Residential Extensions and Alterations SPD. The stakeholders included developers, local design professionals, councillors, residents, and council officers.

The key findings and recommendations of the study that have relevance to this document are set out below. Further detail on the borough's main building typologies can be found in Appendix 4 with street elevations showing the impact of residential alterations on the street scene.

3.1 Key findings and recommendations

- Waltham Forest is an attractive residential location for people moving from flats into family housing.

- Many of the traditional residential areas of the borough, including some Victorian and Edwardian terraces, Warner housing and later inter-war developments have a distinctive character.

- Residential areas with a particularly distinctive character have an attractive and varied interest created through the detailing and composition of buildings.

- Residential areas are predominantly two/three storey neighbourhoods. The scale of development should have regard to how it fits into the overall composition of the neighbourhood, block and street.

- Private gardens are an important aspect of local residential character and can provide a significant beneficial effect on the well being of families. The provision of private outdoor space should be considered important.

- Removal of traditional front boundary treatments such as gardens, walls, fences and hedges can significantly weaken the residential streetscape. Consistent boundary treatments can help give a clear definition to the public realm and unify the street scene.

- Street trees are a core part of the borough's character and should be considered an essential element in new developments and enhancements.

- Roofscape character should be positively reinforced through any changes. The rhythm of chimney stacks and other features should be maintained and the materials used of an appropriate quality and style.

In preparing this SPD, the Council has taken full account of the findings and recommendations of the Characterisation Study, within the context of a range of other important policy documents including the Council's Unitary Development Plan, the Waltham Forest Sustainable Community Strategy, national and regional design policy (including the London Plan housing targets for the borough), and other relevant urban design guidance.

The full Characterisation Study document can be found on the Council's website at www.walthamforest.gov.uk/wf-characterisation-study-jul09.htm



Chapter 4

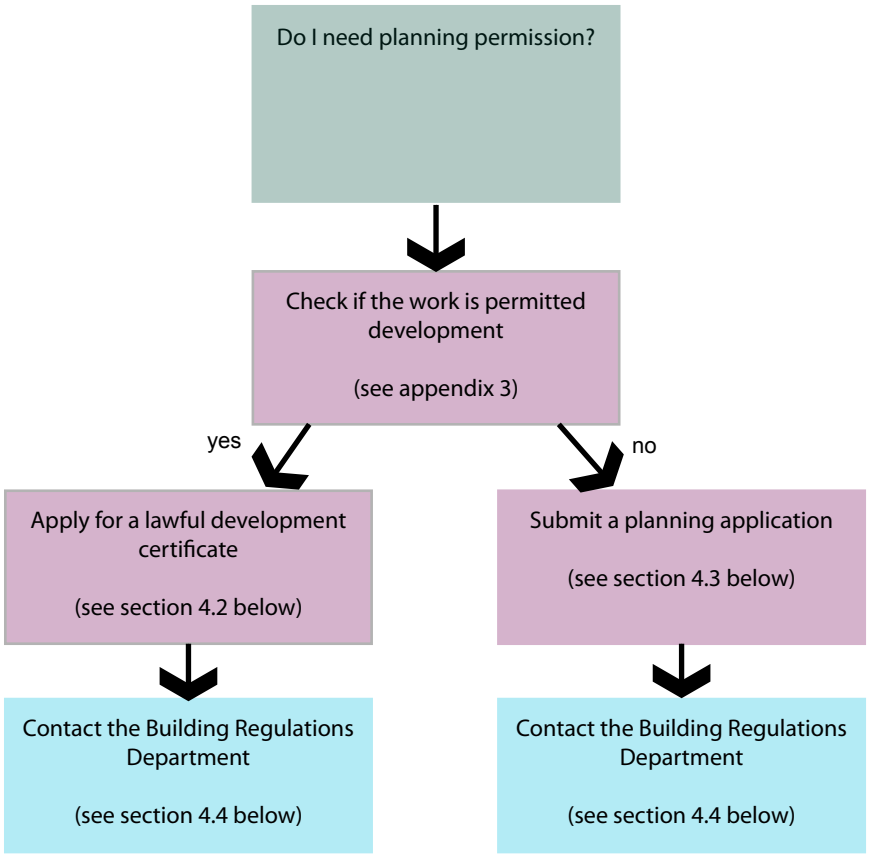
Understanding the Planning process

4.1 Do you need planning permission?

Once you have decided to extend or alter your home it is important to check if you need to apply for planning permission. The planning process enables the Council to make sure your plans comply with relevant planning policies for the area and that they do not cause any undue impact upon your neighbours. It is important to note that special consent will be required for Listed Buildings or for properties in Conservation Areas. Appendix 1 provides a list of properties in Conservation Areas and Appendix 2 provides a list of Listed Buildings. If you are unsure whether your property is Listed or in a Conservation Area, or if you would like advice on the special consents required, you can speak to the Conservation Officer whose contact details are in Chapter 6 below.

It is always advisable to discuss your proposals with your neighbours who may be affected by the proposed extension/alteration before completing the drawings. Neighbours will be formally consulted by the Council if a planning application is required and submitted, and their views will be taken into account.

The following flow chart sets out the main points to consider.



4.1.1 Permitted Development

This document predominantly provides advice for work that requires planning permission. However it also gives best practice advice for work that would generally not require planning permission (unless you live in a Conservation Area or in a Listed Building). This type of work could include changing windows or making alterations to your front garden, and is called 'permitted development'. This allows certain types of minor changes to be made to houses or bungalows without needing to apply for planning permission. 'Permitted development' does not apply to flats or maisonettes. It is important to note that even if the work is permitted, you may still need to obtain Building Regulations approval. See section 4.4 below which explains what Building Regulations are and when you need to apply for them.

The Government introduced changes to permitted development rights in October 2008 with the aim of providing more flexibility for householders wanting to carry out improvements to their homes. Further information on permitted development rights can be found at Appendix 3.

You should note that the Council has removed some 'permitted development' rights within the borough's Conservation Areas, by what is called an 'Article 4 direction'. If you are unsure whether or not your property is within a Conservation Area and is affected by such a direction, please check with the Council.

In considering your application, the Council will take into account the planning history of the site and location of the property (whether or not it is in a conservation area). These will be factors in determining whether work is 'permitted development'. Therefore an alteration or extension that may be permitted for one property will not necessarily be permitted for another, and therefore each case will be treated on its merits.

An alteration or extension that may be permitted for one property will not necessarily be permitted for another

4.2 Applying for a lawful development certificate

If the work is 'permitted development' and therefore does not require planning permission, you may apply for a 'Certificate of Lawful Development' from the Council. This is a wise safeguard and can be very useful if you ever decide to sell your property as it would satisfy prospective purchasers or anyone getting a mortgage that planning permission was not required.

If the work is 'permitted development' and therefore does not require planning permission, you may apply for a 'Certificate of Lawful Development' from the Council.

Even if you do not require planning permission, you will still probably need to obtain Building Regulations approval. See 4.4 below which explains what Building Regulations are and when you need to apply for them.

Even if you do not require planning permission, you will probably still need to obtain Building Regulations approval

4.3 Submitting a planning application

If you do require planning permission for your proposal, you should make a planning application to the Council. You can make the application yourself, or alternatively, you can appoint an agent (for instance, an architect, a planning consultant, or a surveyor) to make it for you. The flow diagram on page 26 shows the planning application process.

If you wish, you can contact the Council before you make a planning application which enables you to get informal advice on proposals and if necessary make changes before you formally submit your application. This is called the pre-application design service for which there is normally no charge for householders. Further advice on this service can be obtained by contacting the Duty Planning Officer whose contact details are in Chapter 6 below.

If you wish, you can contact the Council before you make a planning application which enables you to get informal advice on proposals and if necessary make changes before you formally submit your application

Once your application has been submitted with all the appropriate plans and relevant supporting information, it is registered by the Council and given a reference number. The plans and drawings that support your application must be accurate, clear, to scale and reflect high quality design. The Council will then consult with neighbours and other interested parties on your application (for example the Council's Street Services department if a new access for cars is involved), and a planning officer will carry out a site visit to the property to consider the proposed work.

The planning officer will then produce a report on the proposal with a recommendation to either approve or refuse your application. The report is then formally signed off by the Head of Development Management, or occasionally where there is a high degree of public interest the report may be considered by the Council's Planning Committee. If your application goes to the Planning Committee you may speak at the Committee if you wish and you will be sent a letter giving the arrangements for this. You will be informed in writing of the outcome of your application when it is determined.

If your application is refused, you have the right of appeal to the Planning Inspectorate. Further information on how appeals work can be found at www.planning-inspectorate.gov.uk/pins/appeals/householder_appeals.htm.

If your application is approved, this will normally be subject to conditions, for example, that your external finishes should match those of the existing house. Planning permission is granted for a period of three years, after which time you would need to re-apply for permission if works have not begun.

Planning permission is granted for a period of three years, after which time you would need to re-apply for permission if works have not begun

Once you have obtained planning permission, you must contact the Council if you want to make any changes from what has been approved, even if these changes are required to meet the building regulations. In some instances a builder may recommend slight changes to the design or substituting materials, however any changes that are not in accordance with the planning drawings should be discussed with the Planning Officer and in some instances may require a revised planning application. Where changes have not been approved enforcement action may be taken (see section 4.5 below).

It is important to note that there may be properties in your street that were extended before completion of this document that do not follow the principles set out here. These may have been built a long time ago when different planning policies or permitted development rights applied. Therefore, these will not necessarily be considered as setting a precedent when assessing your application.

Once you have obtained planning permission, you must contact the Council if you want to make any changes from what has been approved, even if these changes are required to meet the building regulations

4.4 Building Regulations

Building Regulations are a set of construction standards that are separate to planning permission. Planning has more to do with the appearance of an extension or alteration and how it relates its surroundings, whereas building control aims to see that the building is constructed properly and safely, and provides reasonable health, safety and comfort for those living in it.

If you want to extend your house it is likely that an application will also be required under the Building Regulations and inspections will be carried out during construction to ensure that building work satisfies the standards.

If you want to extend your house it is likely that an application will also be required under the Building Regulations



This flowchart is taken from the Planning Portal website and shows the planning policy process

More information on building control and the Building Regulations can be found in the Government's Building Control explanatory booklet at www.communities.gov.uk/publications/planningandbuilding/buildingregulationsexplanatory, or alternatively you can call the Council's building control team (see Chapter 6 for contact details).

It is important to note that it is possible to be granted planning permission for an extension, but to fail to obtain Building Regulations approval. Issues that often arise are public sewer pipes found on the line of the proposed building extension or problems with your extension affecting the building structure of your neighbours' house.

It is possible to obtain Planning permission for an extension but to fail to obtain Building Regulations approval

To ensure your building works does not affect the structure of your neighbours' properties you need to comply with the Party Wall Act (1996). Under this Act it is a legal requirement for someone extending their house to consult with neighbours, and to serve notice on them of the proposed works. Failure to do this can leave you potentially liable to compensation claims, and risk having the building work stopped by a Court Injunction.

To understand more about your responsibilities under the Party Wall Act it is recommended you look at the Government's explanatory booklet which can be found at www.communities.gov.uk/publications/planningandbuilding/partywall. Alternatively you can contact the Government's Communities and Local Government department to obtain a copy on 020 7944 4400.

It is a legal requirement for a person extending their house to consult with neighbours under the Party Wall Act (1996)

Problems can usually be resolved, but it is important to speak to building control officers at an early stage to avoid conflicts (see Chapter 6 for contact details), and to seek professional advice when considering how your extension will be constructed.

It is also important to note that building control surveyors will not be able to give advice on planning matters on site and will refer planning issues to the planning officers.

4.5 Enforcement

Failure to obtain planning permission for development can lead to enforcement action being taken and the possible requirement to remove any extension or alteration built without planning permission. This can be a time-consuming and often costly process which is in the interests of all parties to try and avoid. Similarly, it is important to build only what has been approved and in accordance with any conditions attached to your planning permission. Where works are undertaken that do not accord with the approved drawings enforcement action may be taken and it may be necessary to rebuild the extension in accordance with the planning permission.



Chapter 5

Design Principles

In assessing planning applications for residential extensions or alterations the Council will consider the impact of the proposal on:

- the appearance or character of the existing house
- the appearance or character of neighbouring properties and the street as a whole
- the amenity of neighbouring residents.

It is important to note that not all houses can accommodate an extension. In some instances there may simply be inadequate space. Also development, however small, may result in harm to the appearance of the street or to the amenity of neighbours. Where houses have already been extended, the cumulative effect of additions will be taken into account.

The following sections set out the key design principles that apply to extensions generally and provide further detail on the different forms of extension, such as rear extensions, side extensions, or loft extensions.

5.1 General Design Principles

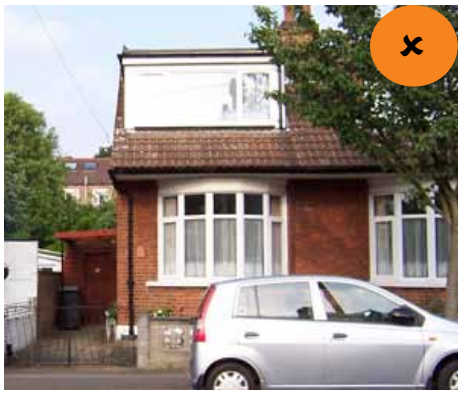
5.1.1 High quality design

The Council is committed to achieving high standards of design in all developments within the borough, from small scale householder improvements covered by this document, through to major developments proposals. Good design can add value to a property, avoid adverse impacts on neighbouring residents, and may also require less long-term maintenance. It is also essential that any extensions or alterations to existing residential properties improve or at least maintain the character of both individual dwellings and the wider townscape within which they are situated.

5.1.2 Maintain harmony with the original building

When the Council considers your planning application for an extension or alteration it is predominantly interested in the external

appearance, both in how it impacts on the street as a whole and how it relates to the original or 'host' building. The points to consider that will ensure your extension or alteration remains in harmony with the original building are:



The front dormer does not complement the roof line of the original building

Size and shape

An extension should complement the size, shape and character of your property and should generally be subordinate to it.

Roof

The roof line of the proposed extension must complement the roof line of the original building, particularly if this is more than single storey. Parapet walls and chimneys are also very important and should be retained wherever possible.



The roof of this side extension does not complement the roof of the original house

Windows and doors

Windows and doors are visually important and can have a strong impact on the character of your house and the street as a whole. It is therefore important that the design, position, proportion and size of new windows reflect those of the original building.

Replacement traditional materials for windows and doors are preferred although in some instances modern alternatives may be appropriate providing they are of a suitable design and of good quality.

Materials

Your extension should complement or match the materials of the original house, and high quality, natural, durable materials used wherever possible.

When matching building materials it is important that the match is as exact as possible. It is often worse to nearly match materials than to use

complementary ones.

When complementing it is often appropriate to use a simpler material than those of the main building, providing these are of a high quality of design and workmanship. The decision on whether to match or complement will be dependant on whether your extension can be seen from the street and to what extent it affects the character of the street.

There are a number of local reclamation suppliers that can be found on the internet that could help you find the appropriate materials. Alternatively you can contact the Council's Conservation Officer for advice (contact details in Chapter 6 below).



The arrangement of features are the same for both houses but the one on the left has lost most of its detailing

Details

Detailing is an important element of design which can have a great impact on the design quality.

Where appropriate, existing detailing such as chimneys, tiles and decorative brickwork should be copied in the proposed extension.

5.1.3 Respect the street scene and local character

It is important that an extension does not have a detrimental effect on the street scene. In many of Waltham Forest's residential streets the character is achieved through uniformity. Windows, doors, roofs, gaps between properties and other features often form a repeating pattern along the street which reinforce or establish its character.



Roofs of a Victorian terraced street

Size and shape

An extension should fit into the general street scene by respecting the size and shape of adjacent and nearby buildings.

Roof form

One of the most dominant features of many streets is the pattern or 'rhythm' created by the roofs. In Waltham Forest's Victorian terraced streets the roofs are generally front-to-back pitched running the length of the terrace and usually subdivided with brick parapets between each property.

The borough's Edwardian houses, however, have a much bolder roof arrangement with visually prominent gables above bay windows and much more elaborate chimneys.

The borough's interwar houses often have hipped roofs with a central chimney, large overhanging eaves and strong gables above bay windows.

The roof of any new extension if visible from the road must complement the roof arrangement of neighbouring properties.



Roofs of an Edwardian terraced street



Roofs of an interwar semi-detached street

Spaces between properties

On streets with detached or semi-detached houses there are often spaces between individual or pairs of houses. Where this space is of similar size between each group of houses it can become a characteristic pattern of that street. If you live on one of these streets infilling the gap may be unacceptable. However, where it is deemed appropriate you need to ensure your extension does not adversely affect this pattern, particularly if the extension is to be two storey. This may be achieved by setting the extension back, normally by a metre, and having the roof ridge below that of the main house, so the extension appears subordinate. In some instances it may also be necessary to set the side extension in from the boundary.



Gaps between buildings are sometimes a strong character of a street. In these instances large side extensions should generally be avoided



The boundary walls bring unity to some streets. Where this is the case they should be retained

Windows, doors and other dominant features

Windows and doors are visually important and have a strong impact on the character of a street. Their size and position are usually common to

neighbouring houses and together bring a unified appearance to a street. It is therefore important to consider the size and position of existing windows and doors to ensure your proposal is sympathetic to the original dwelling. In most instances replicating the size and openings of the original windows or doors and using traditional replacement materials will be appropriate. Modern alternatives may, however, be acceptable where these are of an appropriate design and of good quality.



Uniformity created by windows doors and the roof line

Other features such as boundary walls or fences can also bring unity to a street. Where this is the case they should be retained or replaced with matching ones.

Buildings in prominent locations

In considering the impact of a proposed extension or alteration, it is important to take account of the wider setting within which properties are located. In particular, changes to some buildings will have a greater impact on the street scene than others because of their prominence or location. These might include the following;

- Corner plot houses
- Houses set forward to others on the street
- Houses that are taller than neighbouring buildings
- Houses at the end of a vista or view



Corner buildings are usually more prominent in the street. Any changes will therefore have a greater impact on the street scene



Buildings at the termination of a vista are prominent in the street scene

It is particularly important therefore that any proposed changes to the exterior of properties in these types of locations are of a very high standard of design and construction, due to their generally higher visibility and prominence in the street scene.

5.1.4 Neighbourliness

Privacy and outlook

Sometimes people are concerned that the privacy of their homes or gardens will be harmed by a neighbours' extension. The Council will look at proposals to ensure an extension does not adversely affect the privacy of neighbours. In general, a single storey extension will have less of an impact on a neighbours' privacy than a two-storey (or higher) extension.

The Council will also consider your neighbours' outlook and whether your proposed extension may have an overbearing impact on their property.

Overshadowing

The Council will also consider the extent to which any proposal will impact on daylight and sunlight to your neighbour's property. This will include the size of your extension, how close it is to your neighbours' windows or garden and the orientation of your house.

5.1.5 Garden size

Gardens can improve quality of life for residents, provide wildlife habitats, and give a home space for sun and daylight to enter. The Council see it as important for a home to provide appropriate garden space, not just for the current residents but also for future residents.

Extending your home may mean reducing the size of your garden. The Council will therefore look at the impact your extension has on garden size to ensure it does not make it too small for practical use. The Council will generally require 15m² of remaining usable private garden space per habitable room. Habitable rooms include all rooms normally used for living and sleeping as well as kitchens of 13 m² or more in size.

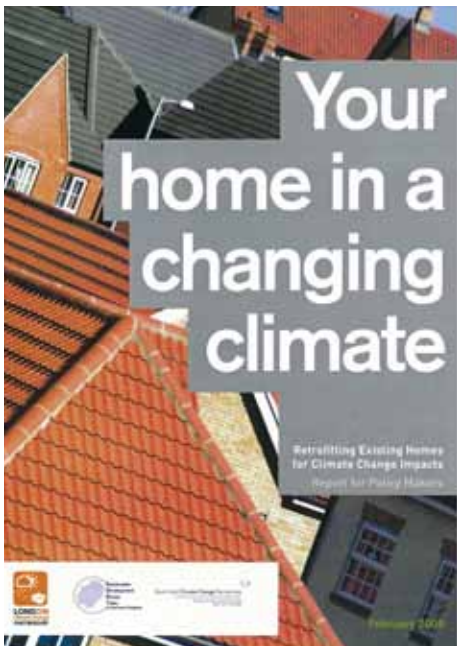
The Council will generally require 15m² of remaining usable private garden space per habitable room

5.1.6 Consider climate change

When making changes to your home it is a good time to consider climate change, as making the whole house energy efficient will save money on bills, make the property more attractive to buyers, and increase the ratings on the Home Information Packs. Considering climate change should include the effects of flooding, retaining heat in winter, reducing overheating in summer and saving water and energy. Measures can include the incorporation of small scale renewable energy schemes such as solar panels, biomass heating, small scale wind turbines, and photovoltaic cells; as well as insulation, water efficient appliances and energy efficient boilers within residential extensions and alterations.

Your home could also be adapted to reduce flooding by lowering the amount of rainwater that runs off your property. Methods of achieving this would include adding a green roof, using paving that allows water to permeate through, or collecting and reusing rain water.

The Mayor of London has produced a document to guide home owners on the best ways to adapt your home to deal with climate change 'Your Home in a Changing Climate: Retro-fitting Existing Homes for Climate Change Impacts'. To obtain a copy of this document you should contact the London Climate Change Partnership on 020 7983 4908. Alternatively you can download a copy of the document on www.london.gov.uk/lccp/publications/home-feb08.jsp.



English Heritage also have a website which offers guidance on ways to save energy in older buildings (www.climatechangeandyourhome.org.uk/live/)

You can assess the likelihood of your home flooding by looking at the Environment Agency

Flood Maps. These can be found on www.environment-agency.gov.uk/homeandleisure/floods/31656.aspx.

These provide general flood information for your area, but if you want to obtain precise information for your house you can apply to the Environment Agency for an insurance related request.
Your home could also be adapted to generate clean and renewable electricity. Solar panels are a good way to do this. Installation of solar panels does not usually require planning permission (unless you live in one of the Borough's Conservation Areas or if your home is Listed), however they may require Building Regulations approval.

5.1.7 Other issues to consider

What will the internal changes to your home be like?

When assessing a planning application for an extension, the Council is primarily concerned with the external appearance of your house. However, the Council may also need to consider the impact on the internal environment. This may, for example, be where your extension greatly affects the natural light inside the house. If the Council has concerns about the light entering internal rooms it may seek specialist advice, and if found to be unacceptable the scheme may be refused.

Consider existing drainage

One frequent problem faced by homeowners extending their home is that of existing drainage. Many properties, particularly those built around 1920 or 1930, have drainage pipes that run along the back or side of the house.

The planning approval process does not check the feasibility of drainage. You may therefore be granted planning permission for an extension, but find out later that it cannot be achieved without changes.



Drains frequently run along the side or back of houses which can sometimes affect the extent of an extension

The planning approval process does not check feasibility of drainage. You may be granted planning permission but find out later that it cannot be achieved

If this is the case, it is important you submit an amended planning application showing any changes. If changes are made without permission the Council may require you to remove the extension (see the enforcement section in 4.5 above).

The best way to avoid this would be to contact the Council's Building Control department (see Chapter 6 below for contact details) at an early stage to discuss this and any other potential problems that you may face.

5.2 Detailed Design Principles

5.2.1 Rear extensions

Rear extensions, particularly single storey rear extensions, are usually the most obvious and simplest way of extending your home. However, consideration needs to be given to their size in relation to the original house and potential impact on the privacy, daylight and residential amenity of neighbours.



It is often inappropriate to infill an 'L-shaped' plot as this can create a tunnel effect for neighbours

Existing layout

Generally in Waltham Forest there are two arrangements for the backs of properties, the 'L-shape' or the 'square-backed'. These sketches show these different layouts.

The borough's Victorian houses, such as those in many streets in Leyton and Leytonstone, are often terraced, on narrow plots and L-shaped. It is generally inappropriate to square the property



A square rear profile extension is usually less overbearing on neighbours

off by infilling the 'L-shape'. This can create a 'tunnel effect' for your neighbour and therefore be too overbearing. This also applies to many of the borough's Edwardian houses which, whilst on slightly wider plots, follow this same terraced, L-shaped layout of Victorian housing.

It may, however, be acceptable to infill the L-shape if your directly affected neighbour extends their house in the same way at the same time, and providing sufficient natural light and ventilation can be achieved internally. It may also be possible in some instances to extend 'L-shaped' properties by extending the existing projection, however this will be considered on a site by site basis.

Some of the borough's Edwardian houses, however, are square-backed. This arrangement is also typical of most of the borough's interwar houses as seen in much of Chingford and Highams Park. Extension of the square-backed layout is usually less overbearing for neighbours and therefore generally acceptable providing detailed design principles are followed.

Single storey rear extensions

As a general rule, single storey rear extensions are more likely to be acceptable than two-storey or higher developments because they are less likely to have an impact on neighbouring properties. The height of single storey rear extensions should however be kept as low as possible on the boundary with neighbours to avoid unacceptable impact.



A single storey rear extension (20:20 Properties)

Two storey rear extensions

Two storey rear extensions and alterations will generally have a greater impact on both the original house and in particular on neighbouring properties. Two-storey extensions are not always appropriate, particularly on standard sized Victorian or Edwardian houses and tightly spaced semi-detached properties. Particular care therefore needs to be taken to ensure that such extensions

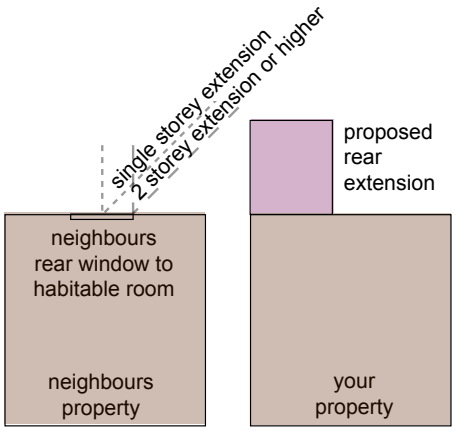


A good two storey rear extension

do not result in an unacceptable loss of daylight or sunlight to neighbouring properties or the proposal being out of character with its neighbours.

The 45 degree rule

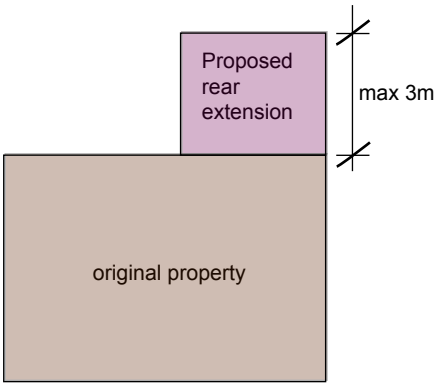
In assessing extensions, the Council will use what is called the '45 degree rule' as a guide in determining the acceptability of proposals. This rule is used to assess the impact on amenity of neighbours and considers the proposal in both in plan and elevation. An extension should not exceed a line taken at 45 degrees from the edge of the nearest ground floor window of a habitable room in an adjoining property if the proposed extension is single storey. For extensions greater than one storey, the 45 degree line is taken from the centre of the nearest window of an adjoining property.



45 degree rule

The 3 metre rule

As a rule of thumb, home owners can generally extend the back of the house by up to 3 metres. Anything over this is likely to be too overbearing for neighbours. This will, however, depend on the arrangement of the back of your house and that of your neighbours (see the existing layout section above).



The 3 metre rule

Conservatories

Conservatories that do not have a solid flank wall are usually visually and structurally lighter than other single storey extensions, with the result that they are usually less overbearing to your neighbours. Where this is the case the Council may grant permission for the structure to be greater than 3 metres from the back of the house, although this will be considered on a case by case basis.



Conservatories are generally lighter structures and in some instances can extend beyond 3 metres

Balconies and neighbour privacy

Flat roofs of single storey rear extensions cannot usually be used as balconies to the upper levels as overlooking is likely to be a problem from the elevated position.

The acceptability of balconies will depend on the impact of any overlooking into your neighbours property.



The acceptability of balconies on single storey rear extensions will depend on the impact on overlooking of neighbours

5.2.2 Side extensions

Side extensions are only relevant to end of terrace, detached or semi-detached properties. Due to their prominence in the street, side extensions must be sympathetically designed and their scale carefully considered.



A two storey side extension designed to an appropriate size and detailed carefully, appearing to be part of the original house. The front door was originally to the side and relocated to the front, and the new window, garage doors, and roof tiles were chosen to complement the original house

Effect on the street scene

In some streets the spaces between properties are a dominant and characteristic feature. Where this is the case a large side extension may not always be appropriate. However, if the extension is single storey and set back from the front line of the building it may be considered acceptable. Any side extension should not have an adverse impact on the established positive characteristics of the street scene.



Side extensions should generally be subordinate to the original house



This side extension has a detrimental impact on the street scene. The design of the roof does not complement the original house

As a general rule, a side extension should be sub-ordinate to the main part of the house and set back from the main building line fronting the street by 1 metre. There are, however, exceptions to this so it is always advisable to discuss any proposals with a Duty Planning officer (contact details are in Chapter 6 below) before finalising drawings.



Where the spaces between properties are a characteristic feature of a street large side extensions may not be appropriate

Other important points to consider in ensuring a side extension does not detrimentally affect the street scene are to design the roof, windows and doors in keeping with the original house and those of neighbouring properties, and use materials that complement or match those of the original house.

Overshadowing neighbours

This may be an issue if your neighbour has side windows, and if your proposed extension affects the amount of light entering those windows.

When considering your application, the Council will take into account the usage and function of your neighbours' affected room. This will depend on whether the room is defined as 'habitable', for example a living room, dining room, bedroom or kitchen, or 'non-habitable', such as a bathroom, toilet or hallway.

If the room or rooms affected are non-habitable, then a greater degree of flexibility is likely to be given because these types of rooms are used less than others. However, if the room or rooms affected are habitable, the Council will give careful consideration to any impact on loss of light to your neighbour's property.

If the impact is considered unacceptable, the Council may ask for revised plans or alternatively refuse the application. One exception to this might be if the habitable room had additional windows on an alternative side of the house. If this were the case, the Council may consider there would be sufficient light entering from the alternative window. In most cases, impact on original windows will be given greater weight than impact on windows that are not original.

Effect on neighbours' privacy

The Council will also be keen to ensure that any side extension does not affect your neighbours' privacy, which will depend on whether your proposal includes side windows.
As a rule of thumb the Council will generally not permit side windows unless it can be demonstrated that they do not allow views directly into your neighbour's house or garden.

Proposed drainage

Proposed drainage should also be considered early when planning a side extension. There is often a temptation to build right up to the property boundary and leave insufficient space for gutters. The Council will require you to deal with the drainage of your house within the boundary of your property. The visual impact of gutters should also be considered when installing drainage.



Gutters should be located within the property boundary

5.2.3 Front extensions

Apart from porches, this form of extension is not very common in the borough, and there is a general presumption against approving applications for them. This is because front extensions generally have a greater impact on the character of the original building and the street as a whole, particularly in typical Victorian and Edwardian developments.

Effect on the street scene

However, there may be some limited circumstances where a front extension may be considered appropriate, for example where the street comprises of an irregular building line or pattern. Where this is the case, a front extension must be sensitively designed to the highest quality and the materials should complement or match those of the original house.

The extension would generally need to appear as

if it were designed with the original building and not look out of place in the street. It should take into account the size and layout of windows and doors and ensure the roof of the extension complements the roof of the original building.

Porches

The Council will closely scrutinise any applications for porches to ensure that the proposal does not detrimentally affect the character of the original building, and where appropriate, traditional materials should be used. In many cases, for example with Victorian or Edwardian houses, a porch may not be appropriate.



If not designed well, porches can have a detrimental impact on the street scene

5.2.4 Loft conversions and roof extensions

Loft conversions and roof extensions are a common form of extension in Waltham Forest and are a useful way of extending a property without requiring additional land.

Roof light conversions

This type of conversion generally does not require planning permission, unless you live in a Conservation Area or if the building is listed. See Appendix 3 for further detail on permitted development. You will, however, still need to obtain building regulation approval.

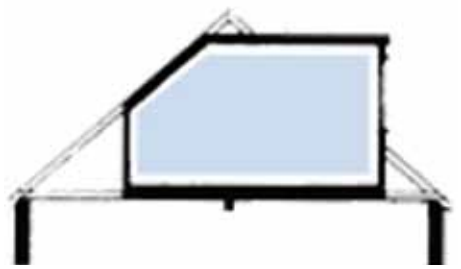
The best conversions of this type are those where the roof lights are of a size and location that relate to the existing windows of the house, and where low profile roof lights are used.



A roof light conversion

Dormers

As a general rule, when assessing a dormer extension planning application the Council will consider whether the proportions of the extension are appropriate, whether new windows are of an appropriate size and location and relate to existing



A dormer extension

windows of the original house, and how the roof of the extension is detailed.

Dormer windows should normally be to the rear of the property as they are less likely to have a detrimental impact on the character of the street scene. If front dormers are a common original feature of the street, however, a front one may be acceptable. Where front dormers are included, they should have pitched roofs matching the pitch of the main roof, unless this would be out of character with the design of the house and neighbouring buildings.



Front dormers can have a detrimental impact on the street scene

The width of a dormer on the front elevation should not normally exceed its height (measured vertically between the highest and lowest points at which the dormer intersects with the main roof) and a width no greater than 1.2m would be preferred. Where a larger window area is required, two smaller dormers should be provided, suitably spaced apart to minimise the apparent bulk of the additions.

Side dormers will only be acceptable if they do not overlook neighbours or adversely affect the street scene.

Any dormer that goes above the ridge height of the host building will not be acceptable.



A large dormer following the l'shaped footprint

Where there is an L-shaped footprint to the building, permission will not normally be granted for dormer extensions that turn the corner of the L-shape to create one large extension. This is because it will have too great a visual impact on the character of the original building. One possible solution to this would be to include two smaller dormers providing there are no issues of overlooking your neighbours.

Hip to Gable

Hip to gable extensions are generally acceptable, however the Council will take into account the impact of the roof change on the original building and the overall character of the street scene when considering a planning application.



A hip to gable extension (All Loft Conversions)

In many cases this will be an option for semi detached houses and if changed on one property in isolation can imbalance the overall building. Where this affects a building in a prominent location (such as one at the end of a vista) the Council may consider the impact on the street scene to be too adverse. Each proposal, however, will be considered on its merits on a case by case basis.



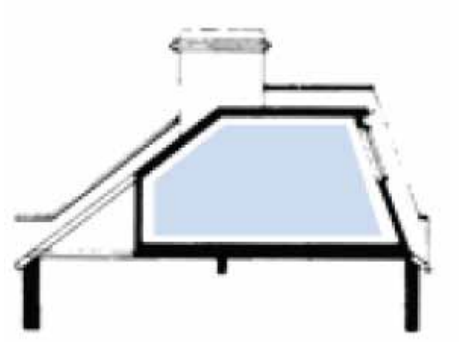
'Box' type roof extensions often vary in form and size resulting in an imbalance with adjoining properties and a detrimental impact on the street scene

All hip to gable extensions must have roof tiles or slates on the extension that exactly match those of the original roof so the extension does not appear as a later addition.

Mansard

Mansard roofs are not a typical or characteristic roof profile in the borough and it is therefore unlikely that this type of extension will be appropriate. However all applications are considered on a case by case basis and in some locations may be acceptable.

The image below shows three adjoining house owners who have successfully extended their properties at the same time adding a mansard roof to each.



A mansard loft extension

Butterfly or London

Butterfly or London roofs are generally present in some of the Victorian terraces to the south of the Borough. These roofs usually require a mansard type extension to achieve the required floor to ceiling heights. Where they are part of a terrace they will generally not be acceptable unless carried out in conjunction with neighbours to achieve a meaningful grouping of roof alterations.



Three home owners have carried out a successful mansard loft extension together

Bat Roosts

Bat roosts are sometimes present in lofts or roofs. Where these are present, home owners should contact Natural England who can advise

on appropriate protective measures (see Chapter 6 for contact details). It is an offence to damage, destroy or obstruct access to a bat roost, whether or not the work requires planning permission. Further guidance on bat roots for householders can be found at the following web address www.naturalengland.org.uk/Images/negb1_tcm6-3753.pdf.

5.2.5 Alterations required for dependant relatives or for those with disabilities

The Council are sympathetic to the needs of residents who wish to adapt their homes for dependant relatives or for those with disabilities. Proposals will be viewed on a case by case basis and the impact the proposed extension has on neighbours will be taken into account. It is recommended that you speak to the Council's Duty Planning officer and Access officer at an early stage to discuss proposals (see Chapter 6 below for contact details).

For an extension or annexe to be deemed for use by a dependant relative it is should share the same entrance, be accessed from the main house, and be on one level. It should not have its own kitchen facilities, but share those of the main house.

When adapting a home for a person with a disability (such as extending to allow for an internal lift), the general and detailed design principles above will be applied when the application is considered. In some instances, the Council may require a ramp or platform lift to be provided at the front of the house to allow a disabled resident easy access from the house. This will, however, depend on the needs of the person being catered for and the existing layout of the front door.

For further detail on adapting your home for disabled persons please contact the Council's Access officer (see Chapter 6 for contact details) or alternatively refer to the British Standard (BS 8300:2001) 'Designing of buildings and their approaches to meet the needs of disabled

people' which can be found on www.bsigroup.com/upload/Standards%20&%20Publications/BrochureDownload/pdfs/DisabilityAct.pdf.

The Council is also preparing new planning guidance on 'Access and Inclusive Design' which is due to be adopted in 2010.

5.2.6 Detached outbuildings

Some house owners want to build structures in their gardens that are not attached to the main house such as sheds, summer houses, fitness rooms, or saunas.

Under new regulations that came into effect on 1 October 2008 outbuildings are often permitted development and do not require planning permission, subject to a number of conditions. See Appendix 3 for further detail.

Where planning permission is required the Council will consider the size of the proposed outbuilding compared to the size of the original garden (see general design principles section 5.1.5 above), its design and its impact on neighbours.

5.2.7 Paving over front gardens

Paving over front gardens can have a detrimental impact on the street scene.

Also, due to recent concerns about flooding, the Government has introduced new legislation to control how people pave their front gardens. This is because rainwater running from front gardens into the roads contributes to flooding and pollution of watercourses.

Planning permission is now required to lay traditionally paved driveways at the front of the house that do not self drain. If the new driveway is constructed using a material that is permeable and therefore allows rainwater to drain through it, or if rain can soak directly into the ground before it



Planning permission is now required to lay paved driveways that do not self drain

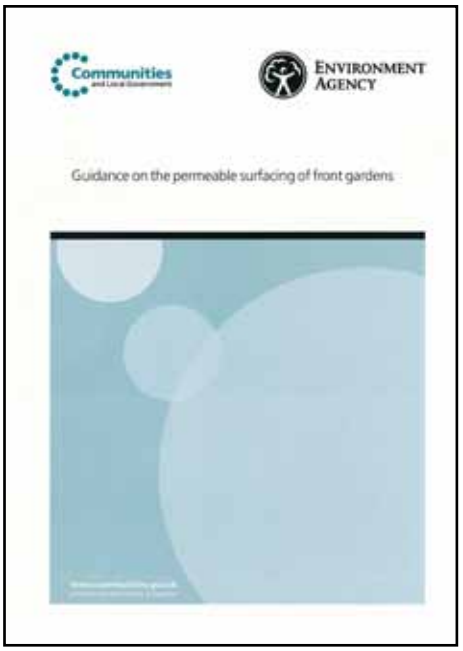
reaches the road, then the work will be permitted (see Appendix 3 on permitted development). An exception to this would be if your house were in a Conservation Area, in which case planning permission may be required.

Planning permission is now required to lay traditionally paved driveways that do not self drain.

The Department for Communities and Local Government (DCLG) has produced a document called 'Guidance on the permeable surfacing of front gardens' that gives further information on this. This can be obtained at www.communities.gov.uk/documents/planningandbuilding/pdf/pavingfrontgardens.pdf.

Alternatively you can call the Government's Communities and Local Government department to obtain a copy on 020 7944 4400.

Where permission is required the Council would also seek the surface to be free-draining and for the materials to complement those of the house and street scene as a whole.



5.2.8 Cross-overs

A cross-over is where a dropped kerb is provided to allow a vehicle to drive over the pavement to get access onto private land, for example if you have off street parking.

Most permits for cross-overs are issued by the Council's Public Realm Department and do not require planning permission. Planning permission will be required, however if it is on an A or B road, or in a Conservation Area.

Public Realm will check that your hard standing is free draining, is of adequate size to fit a car and consider the location of trees and underground services when making a decision. Contact details for Public Realm can be found in Chapter 6.



Planning permission is required for cross-overs on A or B roads or if in a Conservation Area

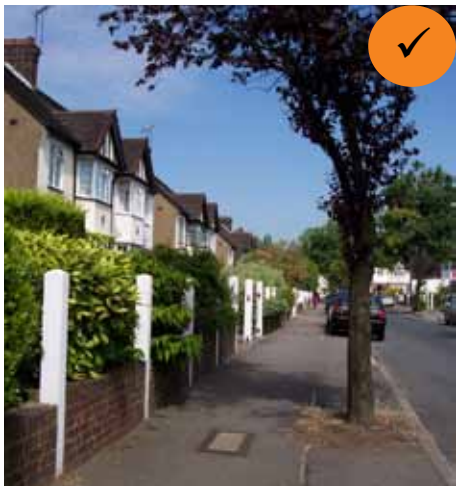
Further information on applying for a dropped kerb crossing can be found on the Council's web site (www.walthamforest.gov.uk/index/transport/parking/crossover.htm)

5.2.9 Best practice guidance for minor alterations

Walls, gates, fences and other boundary treatments

Providing your proposed garden fence gate or wall is no higher than 1 metre adjacent to a road, or less than 2 metres on any other boundary, you will generally not require planning permission. Exceptions to this are if the house is in a Conservation Area or is a Listed Building.

Front garden walls do, however, have a great impact on the street scene, and should wherever possible be retained, or where they have been previously removed, reinstated. Where the wall, hedge or fence is the same for a number of houses in the street, it brings a strong uniformity and character. Furthermore when walls, fences or hedges are removed from front gardens, rainwater can more easily run-off the property into the street contributing to flash flooding.



Front garden walls have a great impact on the street scene and should wherever possible be retained

Cladding or rendering

Unless you live in a Listed Building or Conservation Area you will not require planning permission to clad or render your house. This could, however, have a detrimental impact on the uniformity of the street scene if visible from the front, particularly if you are adding a finish that is significantly different to other houses on your street and should therefore be avoided.

It is also important to note that clad buildings can be susceptible to damp as the building can no longer 'breathe'.



Cladding can have a detrimental impact on the street scene and should be avoided

clad buildings can be susceptible to damp as the building can no longer 'breathe'

Replacement windows

Unless you live in a Listed Building or Conservation Area you will not normally require planning permission to replace windows in a house or bungalow providing their finishes match those of the windows of the existing house.

Windows are strong visual elements in the street scene and can have a significant impact on the character of a street. Inappropriate alterations can have a negative impact on your property. In many cases it may be possible to repair existing windows rather than replace them, and it may also be possible to improve the thermal efficiency of original windows by draft proofing them or adding secondary glazing.

If you do decide to install replacement windows, try to replicate the original windows as far as possible in terms of detailing and materials, opening arrangements and the pattern of glazing bars.

Windows of inter-war houses and later properties are more easily replaced with timber or uPVC double glazed alternatives without significant detrimental impact. Victorian and Edwardian sash windows are less easily replaced with uPVC alternatives but modern double glazed timber sashes are available. There are a few Georgian properties in the borough and the windows of these are the most difficult to replace. This is because standard double glazing panels are not generally made in the small sizes required for Georgian windows.

If you are considering replacing Georgian or other windows and would like advice on the most appropriate replacements, please contact the Conservation Officer (see Chapter 6 for contact details).

Satellite dishes

In certain circumstances you will need to apply for planning permission to install a satellite dish on your house. For further detail please contact the planning portal web site on www.planningportal.gov.uk/uploads/hhg/houseguide.html or alternatively speak to the Duty Planning Officer whose contact details are in Chapter 6 below.

Satellite dishes should always be carefully chosen and where possible positioned discreetly, so that they are not visible from the street, or from other public spaces.

When choosing equipment they should always be of the smallest possible size and coloured to blend with its surroundings and background. A mesh or transparent dish is likely to be less obvious than a solid one.

When installing dishes, they should always be sited to be as inconspicuous as possible, and should not normally be installed on building frontages or roofs. It is usually preferable to locate equipment to the rear of properties, or where it can be hidden from view by a parapet or otherwise screened. Redundant equipment should always be removed before new equipment is installed.

Feed cables must also be located discreetly and tacked into a recess wherever possible.



Chapter 6

List of useful contacts

Duty Planning Officer

For general planning advice between 10 am and 4 pm Monday to Friday.

Sycamore House, Waltham Forest Town Hall, Forest Rd, London E17 4JF
Tel: (020) 8496 3000
Email: dcmail@walthamforest.gov.uk

Conservation Officer

For queries related to Conservation Areas or Listed Buildings

Guy Osborne
Sycamore House, Waltham Forest Town Hall, Forest Rd, London E17 4JF
Tel: (020) 8496 6737
Email: guy.osborne@walthamforest.gov.uk

Access Officer

For advice on access

Ruth Goundry
Sycamore House, Waltham Forest Town Hall, Forest Rd, London E17 4JF
Tel: (020) 8496 6738
Email: ruth.goundry@walthamforest.gov.uk

Building Control Department

For advice on Building Regulations

Sycamore House, Forest Road, London E17 4JF
Tel: (020) 8496 3000
Email: building.control@walthamforest.gov.uk

Public Realm Department

For dropped kerb applications

Tom John
Low Hall Depot, Argyll Avenue, London E10 7AS
Tel: (020) 8496 2550
Email: tom.john@walthamforest.gov.uk

Communities and Local Government

For leaflets on Building Control and the Party Wall Act

Tel: (020) 7944 4400
Email: contactus@communities.gov.uk

Natural England

For advice on bat roosts

Floor 6, Ashdown House, 123 Victoria Street, London, SW1E 6DE
Tel: 0300 060 2634
Email: london@naturalengland.org.uk



Chapter 7

Monitoring & Review

It is important the Council monitors and reviews this document to ensure it fulfils its key objective of significantly improving the design quality of extensions and alterations within the borough. The impact and value of this Supplementary Planning Document will be evaluated using the following methods:

- Review of appeal decisions where design has been a reason for refusal.
- Feedback from users (developers, agents, applicants, Development Management officers, and other interested parties)
- Changes in national, regional or local design policy and its relevance and impact on this document

It is important the Council monitors and reviews this document to ensure it fulfils its key objective of significantly improving the design quality of extensions and alterations within the borough

The review will assess the performance and impact of this Supplementary Planning Document and identify measures that may be necessary to strengthen or amend particular design principles or policy objectives.



References & Useful Reading

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Housing quality indicators, version 4, Housing Corporation. 2007.

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Lifetime Homes: 21st century living. Habinteg Housing Association.

Your home in a changing climate, Retrofitting Existing Homes for Climate Change Impacts, London Climate Change Partnership. Feb 2008

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Watford Residential Design Guide, Watford Borough Council. December 2006

Hackney Residential Extensions & Alterations SPD, London Borough of Hackney, April 2009

London Housing Design Guide, Draft for Consultation, Mayor of London. July 2009

Power of Place, English Heritage. 2000

Building in Context, English Heritage, CABE. 2002

Satellite Dishes, A Guide to Installation, Siting and Design, SPG, City of Westminster. 2007

Econoloft website, www.econoloft.co.uk


ELM TERRACE
1873

Appendices

Appendix 1

Conservation Areas in Waltham Forest

Taken from the Waltham Forest Unitary Development Plan

CONSERVATION AREA	PROPERTIES/LAND INCLUDED
The Green, Chingford	The Green Walk;1-10 (all), Mornington Hall: 1-4 Jubilee Villas; Creswick Cottage; Carbis Cottage: Queen's Walk; 1-4 (all): King's Head Hill;1-7 (odd),4, 2a (King's Head Public House), 2 (Police Station): The Ridgeway;1a,1b,1c: The Green; Courtlands, Highcroft, Beechcroft, The Lodge, Kilgreana Tudor Lodge, Summerdown: Elmdene; 1-6 (all); Crown Buildings, Crown Garage: Bull and Crown Public House; St.Peter's and St.Paul's Church; North Chingford Library, Chingford Assembly Hall; Station Road; 1-47 (odd), 2 (Electric House), St.Mary's R.C. Junior School, St.Mary's Roman Catholic Church, Chingford Methodist Church: Kings Road; 1 (Presbytery): Woodberry Way;73 and 74: Carbis Close;1: Open land, (Chingford Green) bounded by Green Walk; The Green; Station Road and Parkhill Road, forming Chingford Green
Ropers Avenue/ Inks Green, Highams Park	Ropers Avenue;1-83 (odd), 2-82 (even), Inks Green Bowling Green/ Pavilion: Inks Green;1-9 (odd), 2-68 (even): Underwood Road;75- 107 (odd), 38-42 (even): Larkshall Road;315-321(odd).
Woodford Green	Chingford Lane:72 (Village Heights 1-49): Churchill Mews; 1-5 (all): High Elms; Woodford Green United Free Church, 1-3 (all), and 1-3 (all) Elm Terrace: High Road; Woodford County High School for Girls, including school buildings, sports ground and pavilion, and tennis courts: Mill Lane;39: Sunset Avenue; Woodford Green Primary School: The Charter Road; 2: The Square; 10,20 and 22: Epping Forest Land bounded by Lodge Villas (highway); Woodford New Road, St. Margarets Church, & 1-5 Churchills Mews, White House building and grounds; including North and South Lodge and horse ride: Epping Forest Land between Woodford Green Primary School and Village Heights and Woodford Green United Free Church, and bounded on the east side by the Borough boundary. Note: Land on the east side of the Borough boundary adjoining this Conservation Area has been designated as a Conservation Area by the London Borough of Redbridge.

Leucha Road, Walthamstow	Leucha Road;1-175, 185-231 (odd),2-184 (even)
Walthamstow St. James	Main building - Mission Grove primary school, land south of Mission Grove; including car park, former Buxton Road Bingo Hall, car park and service area of 43-49 High Street,1-9 Clockhouse, 13 Pretoria Avenue, Car park at 12 Mission Grove, High Street; 7-107 (odd) and 2-96 (even), St James street; 7-23 (odd) and St James Street station buildings, St James Street; 2– 20 (even).
St Mary's Church (Walthamstow Village)	Church Hill; Walthamstow Girls' School including School Lodge 115,117 (Vicarage), Monoux Almshouses 1-14 (all): Woodbury Road; Church Hill Nursery School: Church End; St.Mary's Church (including graveyard and ancillary land); 2-7 (all), 8 (St.Mary's Welcome Centre), 9 & 10, Squires Almshouses 1-6 (all): Church Path;1-21 (odd): Vestry Road; National Spiritualist Church, Vestry House Museum and adjoining land: Church Lane; 2-12 (even): Bishops Close;19-21 (all): Orford Road;2-12 (even),1a-11 (odd), 13 (St.Mary's Church House 1-31 all): St.Mary's Road; 2,2a: Railway cutting between Vestry Road and Orford Road.
Forest School	Oakhurst Gardens;1-13 (odd): Oakhurst Close; 1-13 (all): College Place;1-17 (odd), Forest School (all buildings and land including sports ground): Forest Court;1-63 (all): Buxton Drive; Buxton Lodge; 1-6 (all): Buxton House;1-40 (all): The Forest; Oxley House (1-2), Evesden (1-2), Gwydr Lodge, Ivy Cottages (1-2), Wistaria Cottage, Clyptos, Marryatt's Lodge: Epping Forest land bounded by Oakhurst Gardens, Forest School Horse Ride, Snaresbrook Road and Woodford New Road.
Orford Road/Eden Road/ Grosvenor Park Road, Walthamstow	Grosvenor Park Road;2-78 (even), 17-25 (odd): Park Court;1-44 (all), Employment Service Offices,59-73 (odd): Grosvenor Rise East;1-13 (odd), 15 (Public House), 2-32 (even), 34-42 (even), 44 (Flats 1-6): Pembroke Road;1-21 (all), and 21a, 1a (Hastingwood Court, Flats 1-21), 23 (Windmill Public House), 2-36 (even): East Avenue;1-27 (odd), 2-8 (even): Wingfield Road; 1-47 (odd), 2-26 (even), 1a (Arden Court, Flats 1-8): Orford Road;17-71 (odd), 73 (Orford House) including bowling green, 14 (Homecroft House Flats 1-50), 14a,14b (Old Town Hall), 16-18 (even), 18a (Asian Centre), 20-42: Eden Road;1-23,25 (1-22 Cherry Close), 27-45 (odd), 2-60 (even): Beulah Road; 9-103 (odd), 2-118 (even): Grove Road;123: Vestry Road;1-5 (odd), 7 (Post Office Depot), 11, Hillside Children's Playground (Formerly Church Common): Berryfield Close;1 (Flats 1-6), 3-15 (odd): Ravenswood Road; 46 Comely Bank Clinic & Toy Library and adjacent site: Randolph Road;1-21 (all): Eden Grove; 9-18 (all): Shirley Close;1-19 (all), 20 (Tom Thumb Nursery): Addison Road;1a (Clinic), 1b (Toy Library)

Whipps Cross Road/Forest Glade, Leytonstone	Forest Road; Leytonstone School and adjoining school grounds, 1-13 (odd), St.Andrew's Church and Hall: Colworth Road; 122-128 (even): Hainault Road;224, 329: Forest Glade;1-24 (all): Whipps Cross Road;107-157 (odd), Hindu Mandir (Temple): Epping Forest land bounded by James Lane, Whipps Cross Road and Forest Glade, St Andrew's Church and Hall, and Leytonstone School
Browning Road, Leytonstone	Browning Road; 1-51 (odd), 2-14, 18-26, 26A, 28-32 (even), 52-58 (consecutive): Beacontree Road; 7
Thornhill Road, Leyton	Thornhill Road;35-41 (odd), 57-75 (odds), and 18-70 (even): Rosedene Terrace; 25-27 (all).

AREA OF SPECIAL CHARACTER	PROPERTIES/LAND INCLUDED
The Higham's Estate, Chingford E4	Keynsham Avenue 1 to 44 (all); Mason Road 1 to 7 (all); Lichfield Road 1 to 29 (all); Wood Lane (NOT INCLUDED); Marion Grove 1 to 12 (all); Montalt Road 15 to 93 (odd) 64 to 82 (even); Henrys Avenue 1 to 51 (odd) 2 to 42 (even); The Charter Road 2 to 84 (even) 11 to 55 (odd); Tamworth Avenue 1 to 9 (all); Nesta Road 1 to 41 (odd) 4 to 26 (even); Crealock Grove 1 to 19 (odd) 2 to 28 (even)

Appendix 2

Listed Buildings in Waltham Forest

Taken from the Waltham Forest Unitary Development Plan

1) **The Chestnuts' 19-21 Bishops Close E17 - Grade II**
An Early 19th Century (or altered 18th Century) residence for a wealthy City Merchant. Originally set in extensive landscaped grounds and approached by a carriage drive.

2) **Squires Almshouses 1-6 Church End E17 - Grade II**
Erected in 1795 by Mrs Mary Squires 'for six decayed tradesmens widows'. Decayed in this context refers to a decline in wealth.

3) **St. Mary's Church Church End E17 - Grade II***
In existence by the 12th Century, St. Mary's is the original parish Church of Walthamstow although much altered over the centuries.

4) **Tomb of Edward Solly St. Mary's Churchyard E17 - Grade II**
An 18th Century chest tomb to a local Walthamstow worthy in portland stone, coadestone and bronze.

5) **Table tomb in St. Mary's Churchyard E17 (20yds NW of tower) - Grade II**
An early 19th Century Gothic style table tomb.

6) **Tomb of Thomas Wise St. Mary's Churchyard E17 (adj. south wall of tower) - Grade II**
An early 18th Century table tomb to Thomas Wise, a benefactor to the parish who died in 1710.

7) **Table tomb in St. Mary's Churchyard E17 (south wall of chancel) - Grade II**
A mid 18th Century portland stone table tomb.

8) **Wall to SE side of St. Mary's Churchyard E17- Grade II**
Red brick 18th Century wall probably the original boundary to 'Walnuts' house, now the site of 9-95 Church Lane.

9) **Walthamstow High School for Girls Church Hill E17 - Grade II**
An impressive Edwardian red brick school in neo-Georgian style built on what was originally the Vicars Glebe.

10) **Walthamstow High School, gates, gatepiers and railings Church Hill E17- Grade II**
Decorative neo-Georgian boundary treatment contemporary with the school building.

11) **Monoux Almshouses Church Hill E17 - Grade II**
Built in 1527 by George Monoux as Almshouses, school and feast hall. The western wing was rebuilt in 1956 following bomb damage in the last War.

12) **Pillar box on north side of Church Lane E17 (opposite the Ancient House) - Grade II**
An octagonal 'penfold' type pillar box circa 1869 which stood on the corner of Lea Bridge Road and Shrubland Road until 1965.

13) **The Ancient House 2-8 Church Lane E17 - Grade II**
A 15th Century timber framed 'hall house', probably on the site of the original Walthamstow Toni manor house. .

14) **No 10 Church Lane E17 - Grade II**
A detached late Georgian house built on land that was once part of the gardens of the Ancient House.

15) **Parish Church of St. Mary the Virgin Church Road E10 - Grade II***
The much altered and rebuilt parish Church of Leyton. The 17th Century tower is topped by a cupola salvaged from the Leyton Great House demolished in 1905.

16) **Sir Fisher Tench Monument in St. Mary's graveyard 40 yds SW of tower - Grade II**
An 18th Century portland stone monument to Fisher Tench, who built and resided at Leyton Great House which stood opposite the former Essex cricket ground.

17) **Monument to Benjamin Moyer in St. Mary's graveyard (20 yds SW of Tower) - Grade II**
Monument to Benjamin Moyer, a major local landowner in the early 18th Century.

18) **Etloe House 180 Church Road E10 - Grade II**
A substantial Georgian house with 'Tudorised' early 19th Century frontage. Once the home of Cardinal Wiseman, first Catholic Archbishop of Westminster.

19) **Forest School College Place E17 - Grade II**
A charming terrace of Georgian houses with 19th Century additions, which became the Forest proprietory grammar school in 1834.

20) **Forest School Chapel College Place E17 - Grade II**
An early English Gothic style Chapel by William White FSA, a family friend of Sir Gilbert Scott. Erected in 1857 and enlarged in 1875.

21) **Forest School gatepiers and railings College Place E17 - Grade II**
Early 19th Century cast iron work to the school frontage which survived the scrap metal drive of the last War.

22) **Forest School (Junior School boarding house) College Place E17 - Grade II**
A detached Georgian house which became part of Forest School in the 19th Century.

23) **Waterboard Stores Coppermill Lane E17 - Grade II**
The original Coppermill from which the road gets its name. Built in 1806 to manufacture tokens which supplemented the scarce legal currency of the time.

24) **Gwydr Lodge The Forest E17 - Grade II**
A much altered Mid 18th Century house in an attractive forest side location.

25) **Nos 1 and 2 Ivy Cottages The Forest E17 - Grade II**
An attractive and largely original pair of late Georgian houses built immediately adjacent to Gwydr Lodge.

26) **The Ferry Boat Inn Forest Road E17 - Grade II**
A collection of three seventeenth and eighteenth Century buildings which formed the original ferry house in the days before there was a road bridge over the Lea.

27) **The Water House Forest Road E17 - Grade II***
A substantial detached Georgian house, once the home of William Morris and now a Museum of his works.

28) **Waltham Forest Town Hall Forest Road E17 - Grade II**
The centrepiece of the impressive 1930's Civic Centre complex by P.D.Hepworth, completed during the early years of World War II.

29) **Assembly Hall Forest Road E17 - Grade II**
Subsidiary building to the Town Hall by Hepworth, used for public performances and recording sessions by the Royal Philharmonic Orchestra.

30 31 32) Gates, gatepiers, railings, flagpoles Civic Centre Forest Road E17 - Grade II
Contemporary boundary treatment to the Civic Centre complex.

33) **'Brookscroft' 590 Forest Road E17 - Grade II**
One of the surviving 18th Century mansions of the wealthy built on the south side of Forest Road, originally with extensive views of the Lea Valley and the Forest.

34) **Thorpe Combe Hospital (original house), Forest Road E17 - Grade II**
Another 18th Century Mansion, originally with fine views, once owned by the Wigram family along with 'Brookscroft' and Walthamstow House.

35) **Church of St. Peter and St. Paul The Green E4 - Grade II***
Built in 1844 by Robert Boothby Heathcote to replace Chingford Old Church which had become derelict. Designed by Lewis Vulliamy and extended by Sir Arthur Blomfield.

36, 37) **Gates and gatepiers to St. Peter and St. Paul's Church The Green E4 - Grade II**
Contemporary mid 19th Century boundary details.

38) **The Bull and Crown public house The Green E4 - Grade II**
A magnificent late Victorian public house in French Second Empire style, built to cater for the influx of forest visitors at that time.

39) **Carbis Cottage The Green Walk E4 - Grade II**
A rare survival of a timber framed weatherboarded cottage, possibly 17th Century, from the days when Chingford Green was a rural hamlet.

40) **No 3 High Elms Woodford Green - Grade II**
An early 19th Century stuccoed Georgian house situated across the Green from Harts House.

41) **The United Free Church High Elms Woodford Green - Grade II***
A magnificent red brick and terracotta church by Charles Harrison Townsend, who also designed the Bishopsgate Institute, East London Art Gallery, and the Hornimans Museum.

42) **No 500 High Road Leyton E10 - Grade II***
A substantial 16th Century timber framed building with jettied first floor and stuccoed exterior. Probably the oldest building in Leyton.

43) **Leyton Public Library High Road E10 - Grade II**
Designed in an Italianate style and opened in 1882 as Leyton Town Hall. Replaced in 1892 by the new Town Hall alongside and adapted to serve as a public Library.

44) **Leyton Town Hall High Road E10 - Grade II**
Erected in 1894/6 to replace the original public offices; now Leyton Library. Designed by John Johnson after a competition with over 30 entries.

45) **No 669 High Road Leyton E10 - Grade II**
A detached late Georgian house, originally the home of a wealthy merchant. Only the facade survives featuring original 'Gothick Style' windows.

46) **Church of St. John the Baptist High Road E11 - Grade II**
An early English Gothic style church by Edward Blore, built in 1833 to meet the needs of this part of Leyton parish.

47) **Gates, gatepiers and railings, St. John's Church High Road E11 - Grade II**
Contemporary 19th Century boundary treatment.

48) **Leytonstone House High Road E11 - Grade II**
A substantial 18th Century detached house, once the home of Sir Edward North Buxton. From 1868-1936 it was the Bethnal Green School for the juvenile poor.

49) **Woodford County High School High Road Woodford Green - Grade II**
A substantial detached house, now a school, built in 1768 by William Newton. Formerly known as Highams, the grounds (or park) were laid out by Humphrey Repton.

50) **Nos 694a - 698a High Road Leytonstone E11 - Grade II**
A late 18th Century Georgian terrace erected for wealthy city merchants and businessmen. Original extensive grounds now largely built over.

51) **Walthamstow Central Library High Street E17 - Grade II**
Designed by J.W.Dunford and erected 1907-9. Part funded by Andrew Carnegie, the Scottish born steel magnate and philanthropist from Pennsylvania.

52) **Emmanuel Church Hall Hitcham Road E10 - Grade II**
A yellow brick and portland stone church hall erected in 1906 by Eustace Corrie Frere, which served as the Church until 1935.

53) **The Granada Cinema Hoe Street E17 - Grade II***
Erected in 1930, the former Walthamstow Granada was the first Granada built, designed and decorated by Massey and Komisjersky, and is in a Moorish style.

54) **Clevelands 285 Hoe Street E17 - Grade II**
A large much-altered detached house, dating probably from the 17th Century and named after a one time mistress of Charles II, Barbara Villiers, Duchess of Cleveland.

55) **Chestnuts House 398 Hoe Street E17 - Grade II***
A substantial mid 18th Century detached house, formerly the home of wealthy merchants. Birthplace of Charles Green, Captain of Essex Cricket Club 1883-88.

56) **Pair of forecourt piers Chestnuts House, Hoe Street E17 - Grade II**
18th Century piers to the original carriage drive of Chestnuts House.

57) **Pimp Hall Barn Kings Road E4 - now delisted.**
Destroyed January 1990 in a gale.

58) **Pimp Hall Dovecote Kings Road E4 - Grade II**
A 17th Century timber framed dovecote, the only surviving structure of the manor of Pimp Hall.

59) **Langthorne Hospital Langthorne Road E11 - Grade II**
Erected in 1840 as the West Ham Union Workhouse on land originally part of Stratford Langthorne Abbey. Renamed in 1948.

60) **Chapel to Langthorne Hospital Langthorne Road E11 - Grade II**
Brick built Chapel to the former Workhouse.

61) **Gate Lodge to Langthorne Hospital Langthorne Road E11 - Grade II**
Gatekeeper's lodge to the Workhouse in matching style.

62) **Fetter Lane Congregational Chapel Langthorne Road E11 - Grade II**
An Arts and Crafts style Church by P Morley Horder in 1899. Interior in 17th Century style, recalling original Fetter Lane Chapel.

63) **St. Edmund's Church Larkswood Road E4 - Grade II**
A grey brick and knapped flint Church erected in 1938 by N.Cachemaille-Day in a simplified perpendicular Gothic style.

64) **Bakers Almshouses Lea Bridge Road Leyton E10 - Grade II**
Designed by Thomas Edward Knightley in an Italianate style and built between 1857 and 1866 for the London Master Bakers Benevolent Institution.

65) **Railings and Gates Bakers Almshouses, Lea Bridge Road E10 - Grade II**
Restored 19th Century ironwork contemporary with the Almshouses.

66) **Parish Church of Emmanuel 251 Lea Bridge Road E10 - Grade II**
A simple 1930's Tudor style Church by M.Travers and T.F.W.Grant, erected with aid from local Masonic lodges.

67) **Carnegie Library Lea Bridge Road E10 - Grade II**
A red brick and stone Library designed by W.Jacques and erected in 1905. Funded by Andrew Carnegie, the Scottish born steel magnate and philanthropist.

68) **Church of St. Saviour Markhouse Road E17 - Grade II**
Designed by T.F.Dolman and erected in 1874. The only surviving 'Gothic revival' church in Walthamstow.

69) **All Saints Church Old Church Road E4 - Grade II***
The original parish church of Chingford dating from Norman times. Replaced by the Church on the Green in 1844, and restored from dereliction in 1928 by the generosity of Louisa Heathcote of Friday Hill House.

70) **The Old Town Hall Orford Road E17 - Grade II**
The first purpose built town hall of Walthamstow erected in 1866 in an Italianate style. Restored in 1994.

71) **Orford House Orford Road E17 - Grade II**
An early 19th Century Regency villa, once the home of John Cass a prosperous Whitechapel merchant. The house and road take their name from Orford in Suffolk.

72) **St. Michael and All Angels Church Palmerston Road E17 - Grade II**
The largest church in Walthamstow, erected in 1885 in Early English style to the design of James Maltby Bignall.

73) **Pole Hill, Obelisk E4 - Grade II**
An eight foot granite monolith erected in 1824 to mark the direction of the Greenwich meridian, which was changed in 1850 and now passes 19 feet to the east of the obelisk.

74) **Clock House 13 Pretoria Avenue E17 - Grade II**
A Regency style detached villa, erected in 1813 and the original Walthamstow home of the Warner family. Originally set in extensive landscaped grounds fronting Marsh Street (now High Street).

75) **Queen Elizabeth's Hunting Lodge Rangers Road E4 - Grade II***
The 'Greate Standinge' commissioned by Henry VIII in 1543 from which the aristocracy would view the hunt across Fairmaid Bottom.

76) **Butlers Retreat Rangers Road E4 - Grade II**
A 19th Century timber framed weatherboarded barn, converted in 1891 into a 'Retreat' serving teas and refreshments by the Butler family who ran it until 1971.

77) **Church of St. Barnabas and St. James the Greater St. Barnabas Road E17 - Grade II***
A fine example of Edwardian Church architecture, designed by William Douglas Caröe and erected in 1902.

78) **St. Barnabas Rectory St. Barnabas Road E17 - Grade II**
A Queen Anne style red brick detached rectory by W.D.Caröe erected with the adjacent Church.

79) **Walthamstow House Shernhall Street E17 - Grade II***
A substantial mid 18th Century house, once the home of Sir Robert Wigram, whose sons lived at Thorpe Combe and Brookscroft.

80) **Vestry House Museum Vestry Road E17 - Grade II**
Erected in 1730 for use as a workhouse and for Vestry meetings. Has also been a police station, armoury, builders yard, house, and since 1931 a local museum.

81) **St. Barnabas Parish Hall Wellesley Road E17 - Grade II**
A red brick parish hall by W.D.Caröe, erected in 1902 as part of the St. Barnabas Church development.

82) **Nos 133 and 135 Whipps Cross Road E11 - Grade II**
Two surviving properties from the original 'Assembly Row' of 12 middle class houses, constructed in 1767 on the edge of the forest.

83) **No 143 Whipps Cross Road E11 - Grade II**
Another survivor from the 'Assembly Row' of 1767 with the front elevation now stuccoed.

84) **Nos 153, 155 and 157 Whipps Cross Road E11 - Grade II**
Three more survivors from the 'Assembly Row' of 1767.

85) **Old Butcher's Shop Wood Street E17 - Grade II**
A remarkable survival of an eighteenth century weatherboarded butchers shop.

86) **Clock House Wood Street E17 - Grade II**
A substantial 18th Century house with a fine 19th Century covered balcony at the rear. Once the home of Sir Jacob Jacobson, a successful Dutch merchant.

87) **St. Margaret's Woodford New Road - Grade II**
A delightful much altered and extended property in spacious grounds, with elements of 18th, 19th and 20th Century work.

88) **The High Stone junction of New Wanstead and Hollybush Hill E11 - Grade II**
A 19th Century portland stone obelisk on the stump of an earlier milestone. The 'stone' from which Leytonstone gets its name. Now transferred to Redbridge, as a result of boundary changes.

89 90 91) K6 Telephone kiosks outside Bakers Almshouses E10, adjacent to Carnegie Library E10, and outside the William Morris Gallery E17 - Grade II
Cast iron telephone kiosks designed by Sir Giles Gilbert Scott in 1935, and inspired by a tomb in St. Pancras Church graveyard.

92) Ice house at St. Joseph's Roman Catholic School Marsh Lane E10 - Grade II
A late 18th Century Ice house, originally in the grounds of Etloe House, designed to ensure fresh food throughout the year.

93) No 807 High Road Leyton E10 - Grade II
An early 18th Century house of a wealthy merchant, now much altered on the ground floor. A butcher's shop until the early 20th Century.

94) Friday Hill House Simmons Lane E4 - Grade II
The Victorian Manor house of Chingford Earls, designed by Lewis Vulliamy in 1839 for Robert Boothby Heathcote. Reused Jacobean panelling and chimney pieces survive internally.

95) Chingford Mill Pumping Station Turbine House and railings, Lower Hall Lane E4 - Grade II
A delightful former pumping station complex, built 1890-95 for the East London Waterworks Co., designed by W.B.Bryan. Situated next to the Old Toll bridge.

96) Walthamstow Tramway Offices and Depot Chingford Road E17 - Grade II
The offices of the former Walthamstow Urban District Council Tramways, in typically Edwardian red brick and terracotta.

97) Former Empress Cinema 468-474 Hoe Street - Grade II
An elaborate example of a small early 20th century 'electric picture theatre' erected by Good Brothers, local builders, builders merchants and impresarios.

98) Church of Our Lady of Grace and St Teresa of Avila Station Road E4 - Grade II
Catholic church in Gothic Revival style by architect/builder GW Martyn erected in 1931. Tower added in 1955. English Oak south porch with carvings by Don Potter.

99) Chingford United Reformed Church Buxton Road E4 - Grade II
Originally Chingford Congregational Church designed by JD and SJ Mould and erected in 1910 to replace the adjacent James Spicer Memorial Hall of 1890.

100) Former Essex County Cricket Club Pavillion High Road Leyton E10 - Grade II
Designed by Richard CREED FRIBA and erected in 1886 for the Essex County Cricket Club. It remained the official club headquarters until 1934.

101) Low Hall Pump House Low Hall Lane E17 - Grade II
Victorian Sewerage Pumping Station built by Walthamstow Urban District Council with surviving Marshall C Type steam engines.

102) Church of St Margaret of Antioch & attached railings - Woodhouse Road E11 - Grade II
A late Gothic Revival church by J.T.Newman and William Jacques erected in 1892. Contemporary cast iron gates and railing by Bayliss, Jones & Bayliss Ltd.

103) Church Hall / Parish Institute to the Church of St Margaret of Antioch - Woodhouse Road E11 - Grade II
Designed by J.G.Lidiard James FRIBA and erected in 1910 as a permanent replacement for the original parish rooms destroyed by fire in 1908

104) Church of St Andrew, Colworth Road E11 - Grade II
Early English style church by Sir Arthur Blomfield erected on part of the Wallwood Estate donated by Sir Henry Cotton. East end 1887, west end 1893

105) Lighthouse Methodist Church, 102 Markhouse Road E17 - Grade II
Erected in 1893 and for many years the best attended Methodist Church in Walthamstow. The whimsical Lighthouse turret reflects the nautical connections of it's founder, Captain King of the Bullard Line of steamers.

106) Walthamstow Greyhound Stadium, entrance range with tote board and kennels, Chingford Road E4 - Grade II
Iconic art deco style greyhound stadium erected in 1931 on the site of Walthamstow Grange football club. The best surviving and most architecturally interesting vintage greyhound stadium in the country.

107) Church of St Peter in the Forest, Woodford New Road E17 - Grade II
Erected in 1840 as a chapel of ease to St Mary's Walthamstow. Designed in a Romanesque style by John Shaw Junior FRIBA (1803 - 70) who was also responsible for Wellington College Berkshire.

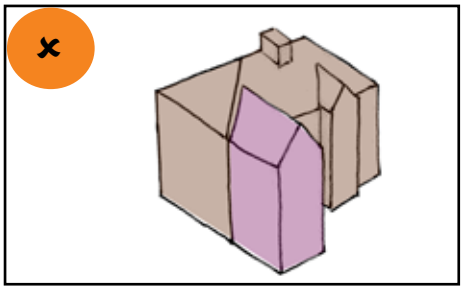
Appendix 3

A guide to permitted development

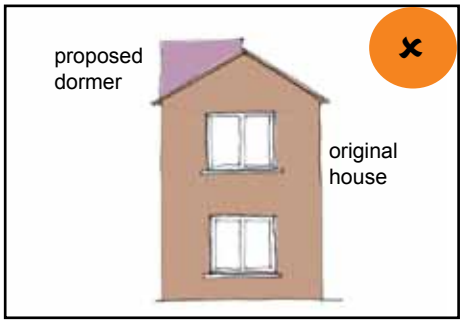
The following list provides conditions or limitations to permitted development

1. No more than half the area of land around the 'original house'* would be covered by additions or other buildings.

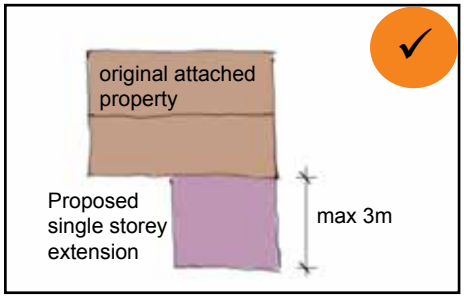
2. No extension can project forward of a front or side elevation of the house that faces onto the road.



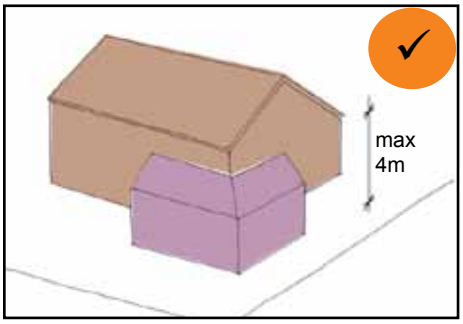
3. No extension can be higher than the highest part of the roof.



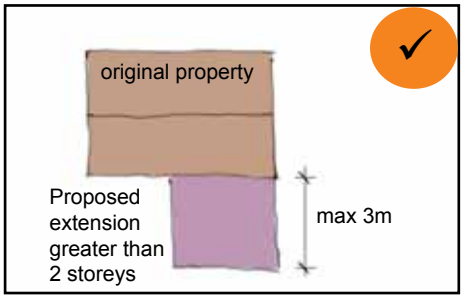
4. The maximum depth of a single-storey side or rear extension is three metres for an attached house and four metres for a detached house.



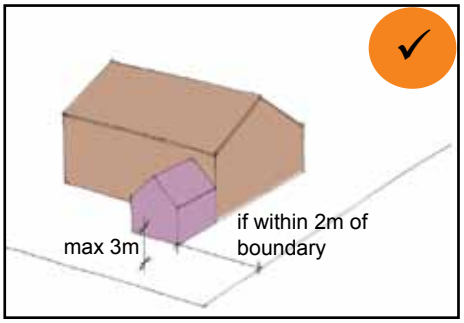
5. The maximum height of a single-storey rear extension is four metres.



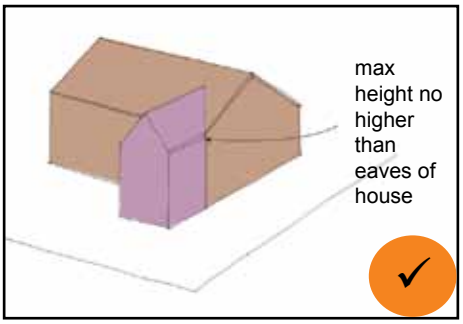
6. The maximum depth of a rear extension of more than one storey is three metres.



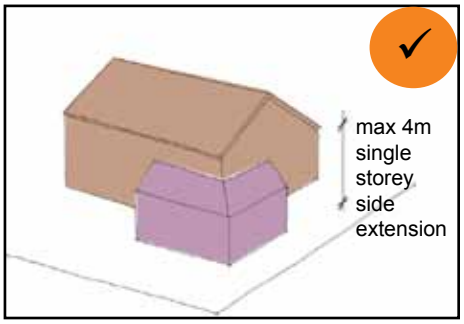
7. The maximum eaves height of an extension within two metres of the boundary is three metres. The eaves are the lowest part of the roof.



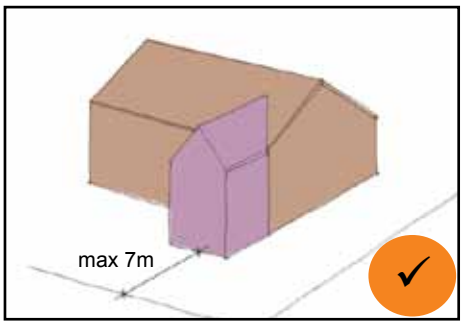
8. The maximum eaves and ridge height of extension can be no higher than existing house.



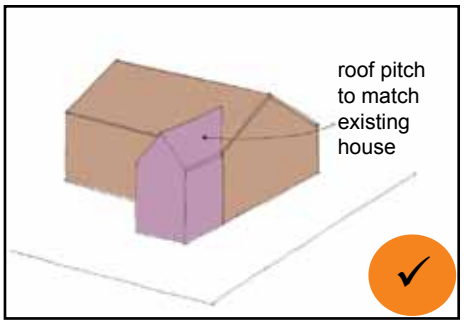
9. Side extensions must be single storey with a maximum height of four metres and no wider than half the width of the original house.



10. Two-storey extensions can be no closer than seven metres from the rear boundary.



11. The roof pitch of extensions higher than one storey must match that of the existing house.



12. Materials must be similar in appearance to the existing house.



13. No verandas, balconies or raised platforms are permitted



14. Upper-floor, side-facing windows must be obscure-glazed with any opening being 1.7m above the floor.

15. In Conservation Areas there is no permitted development for rear extensions of more than one storey, other than Browning Road or Walthamstow Village where all rear extensions require planning permission

16. In Conservation Areas it is not permitted to clad the exterior of the house.

17. In Conservation Areas side extensions are not permitted.

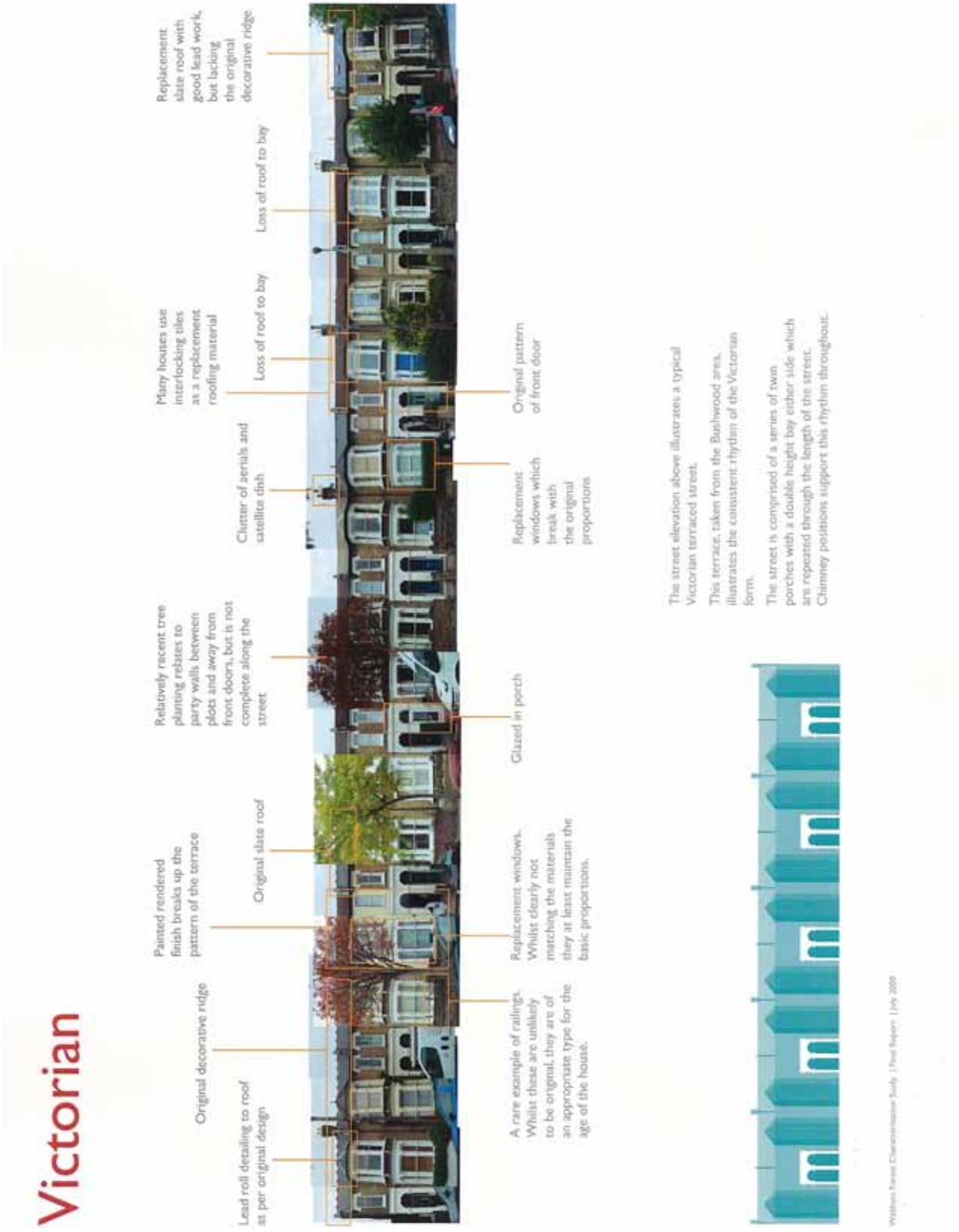
* **Note**:
The term 'original house' means the house as it was first built or as it stood on 1 July 1948 (if it was built before that date). Although you may not have built an extension to the house, a previous owner may have done so.

If you are in any doubt as to whether you require planning permission you should contact the Duty Planning Officer whose contact details can be found in section 6.0 of this document. Further advice can also be found on the planning portal site on www.planningportal.gov.uk/england/genpub/en/ .

As mentioned above, there are greater restrictions if the property is in a Conservation Area or if it is a Listed Building. You will have to apply for Listed Building Consent as well as Planning Permission for a Listed Building. Appendix 1 provides a list of the borough's Conservation Areas and Appendix 2 lists the Borough's Listed Buildings. If you are planning to make alterations to one of these you will need to contact the Council's Conservation Officer (see section 6.0 for the contact details).

Appendix 4

Street elevations of building typologies from Characterisation Study



Edwardian


Heavy profiled tiles used in place of the original slate on a number of houses
Relatively complete example of the period, including dark painted timber work which is associated with the probable original colour scheme
Replacement windows with inappropriate subdivision
Rendered finish obliterates the original brick work including the loss of the detailing on the gable end
Porch in filled
Replacement windows which match the main subdivision but include non-original lead work
Modern door design clashes with the rest of the front elevation
Replacement PVC windows which maintain the overall proportions but do not match key details
Better example of replacement windows which provide a closer match for the original pattern
Painted brick work breaks up the continuity of the street scene
Replacement elements to the porch lack the scale and detailing of the original
The elevation image above illustrates a typical Edwardian terraced street. The compositional elements are very similar to the Victorian example as shown in the diagram to the left, just with much grander gestures and bolder features.
The porch features play an important role in further supporting the composition.
Waltham Forest Characterisation Study | Final Report | July 2009

Early Warner

Slate roof of original appearance

Replacement roof with profiled Redland 49 tiles

Replacement slate roof which approximates well to the original, but has yet to weather

Replacement PVC windows which respect the original window pattern, but with overly thick frames

Replacement PVC windows which break with the original glazing bar pattern

Strong parapet walls give the roof a strong rhythm and allow for subtle changes in level if the terrace steps along its length



Loss of the hedge creates a more open garden

Painted ground floor breaks up the overall composition of the terrace

Strong central gable end with elaborate detailing acts as the key feature at the end of Badliss Road. The poor choice of location for the later tree now obscures this key element (here ghosted in using a photograph from another angle)

Replacement doors which don't replicate the original style

Original doors, windows and ironwork which retain the original colour scheme



The street elevation above the graphic to the left illustrates the sophisticated symmetrical composition achieved by some of the Warner terraced housing.

This short terrace, opposite the end of Badliss Road has a strong and heavily detailed bay on the central axis designed to act as the focal point of the view. The symmetrical wings to either side are carefully orchestrated to achieve a clear hierarchy, with the double height square bays and the single storey octagonal bay used to good effect to articulate the design.

This image particularly demonstrates the need for street tree planting to relate to both the layout of the street but also to the building design. The central tree is well placed to be visible along Badliss Road - a nice gesture in itself, but one which negates the effort put into the design of the terrace.

Late Warner / Garden City Style

The street elevation above and the graphic to the left demonstrate the simple yet powerful symmetry of the terrace as it was originally conceived.

The central pair of doors has a substantial pitched roof porch with projecting brick door surround, the end pairs of doors have the projecting brick door surround with a flat roof porch whilst the intermediate doors which appear in isolation have no projecting surround but do feature brackets to the flat roof porch.

The unity of the roof as a single element with hipped ends further helps to create the impre
of a single composition and even the rainwate
down-pipes have been carefully placed to resp
the symmetry of the whole.


Inter-war
Loss of oriel window
Loss of oriel window
Poor choice of replacement door
Loft conversion with dormers to front, side and rear significantly alters the roof line of the pair of semis - upsetting the symmetry
Front garden completely hard paved and turned over to parking
Appropriate choice of replacement door
Glazed in porch
Glazed in porch and inappropriate choice of tile colour for the area
The street elevation above and the graphic to the left demonstrate the composition of a typical inter-war residential street frontage.
The semi-detached units with pitched roofs and curved bay windows provides a form which is repeated along the street.

London Borough of Waltham Forest

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