

Place Directorate
Strategic

Director



Waltham Forest Town Hall, Forest Road, London E17 4JF

57 Park View
London
N21 1QS

Date of decision: 4th December 2025

TOWN AND COUNTRY PLANNING ACT 1990

DECISION NOTICE

**Applicat
ion
referenc
e
number:**

251888

**Descript
ion of
work:**

Construction of first and second floor rear extensions, installation of two roof-lights to the front roof-slope, three roof-lights to the rear roof-slope and alteration of the existing upper floor flat to facilitate the creation of three self-contained

residential units, featuring balconies enclosed by glazed balustrades (1 x 3-bed and 2 x 1- bed) (Use Class C3). Works include the installation of Air Source Heat Pumps (ASHP), provision of bicycle storage and new rear access door at ground floor level.

Location of work: 103a Station Road, Chingford, London, E4 7BU

The application together with attached drawings for the above development has been considered and in pursuance of the powers exercised by them as the local planning authority this Council **DO HEREBY GIVE NOTICE** of the decision to **GRANT** permission for the development.

Subject to compliance with the following conditions:

Time Limit

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Approved Plans and Documents

2. The development hereby permitted shall be carried out in accordance with the following approved plans and supporting documents and thereafter maintained as such for the lifetime of the development:
 - 103SR03-2023 - PL01A, undated
 - 103SR03-2023 - PL02A, undated
 - 103SR10-2021 - PL03A, undated
 - 103SR03-2023 - PL04, undated
 - 103SR03-2023 - PL05, undated
 - 103SR07-2025 - PL06, undated
 - 103SR07-2025 - PL07, undated
 - 103SR07-2025 - PL08, undated
 - 103SR07-2025 - PL09, undated
 - 103SR07-2025 - PL10, undated

- 103SR07-2025 - PL11, undated
- 103SR07-2025 - PL12, undated
- 103SR07-2025 - PL13, undated
- Site location plan, undated
- Heritage Statement, dated 5.8.25
- Daylight & Sunlight Report, dated 13 November 2024
- Planning Statement, rev A, dated July 2025
- Design and Access Statement, dated July 2025
- Energy and Sustainability Statement, P03, dated 19/12/2024
- Cover letter, dated 18th July 2025
- Outline CLP, dated 17.7.25
- Habitat Regulation Assessment, dated 17.7.25
- Fire safety statement, dated 5.12.24
- 103 Station Road CGI View, undated

Construction

3. Prior to the commencement of the development a detailed Construction Logistics Plan shall be submitted to and approved by the Local Planning Authority. The logistics plan shall include details of site access, journey planning, access routes, hours of delivery, temporary traffic arrangements or restrictions, site operation times, loading and unloading locations and material storage. All works shall be carried out in accordance with the approved details throughout all demolition and construction works.
4. Prior to the commencement of the development, a Construction Environmental Management Plan (CEMP) shall be submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the demolition and construction period. The Statement shall provide for the:
 - Works of demolition and construction shall be carried out during normal working hours, i.e. 08:00 to 18:00 hours Monday to Friday, and 08:00 to 13:00 hours on Saturdays, with no noisy working audible at the site boundary being permitted on Sundays or Bank Holidays.
 - Haulage routes
 - Likely noise levels to be generated from plant
 - Details of any noise screening measures
 - Proposals for monitoring noise and procedures to be put in place where agreed noise levels are exceeded
 - Where works are likely to lead to vibration impacts on surrounding residential properties, proposals for monitoring vibration and procedures to be put in

place if agreed vibration levels are exceeded. Note: it is expected that vibration over 1mm/s measured as a peak particle velocity would constitute unreasonable vibration.

- The method statement shall make reference to and comply with The Mayor of London's Supplementary Planning Guidance (SPG) 'The control of dust and emissions from construction and demolition' <https://www.london.gov.uk/what-we-do/planning/implementing-london-plan/supplementary-planning-guidance/control-dust-and>
- In particular the applicant shall
 - Submit an Air Quality (dust) risk assessment
 - Submit an Air Quality & Dust management Plan
 - Equipment and plant used on site shall comply with the requirements for 'Non-Road Mobile Machinery' (NRMM)
 - Submit a Dust monitoring programme

All the above submissions shall have regard to the Mayor's SPG Reference shall be made to:

- BRE four part Pollution Control Guides 'Controlling particles and noise pollution from construction sites'.
 - BS 5228: Noise and vibration on construction and open sites
5. Prior to the commencement of development on site, the developer is required to carry out a condition survey of the adjoining carriageway and footways on Station Road. This will be required prior to the commencement of any works to include a wider scope than the developments immediate frontage to include all junctions using for vehicle routing. The condition survey will need to be submitted to the Council's Highways team for records and will need to include a site plan showing the location of the photographs. If the public highway is damaged as a result of the construction works this would be reinstated by the Council and funded by the developer.
6. No NRMM shall be used on the site unless it is compliant with the NRMM Low Emission Zone requirements (or any superseding requirements) and until it has been registered for use on the site on the NRMM register (or any superseding register).

Architecture and Design

7. Notwithstanding the submitted plans, prior to the commencement of development, notwithstanding site clearance and investigation works, demolition and construction to slab level, samples and a schedule of materials to be used to the development hereby approved shall be submitted

to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details and thereafter retained as such for the lifetime of the development.

8. Prior to the first occupation of the new residential units, details relating to the residential entrance relating to the display of postal number and position of letter box facility shall be submitted to and agreed in writing by the Local Planning Authority, and the agreed proposal shall be fully implemented prior to the first occupation of the residential development and thereafter maintained for the lifetime of the development.
9. The approved rooflights shall be carried out in accordance with the approved details as shown on approved drawings and when closed, they shall not protrude more than 150mm beyond the roof plane when measured from the perpendicular with the external surface of the roof. The development shall be carried out in accordance with the approved details and thereafter retained as such for the lifetime of the development.

Sustainable Design and Energy Efficiency

10. Prior to the commencement of development on site, notwithstanding site investigation and clearance works, demolition and constructions to slab level, a scheme detailing measures to reduce water use within the development, to meet a target water use of 105 litres or less per person, per day, shall be submitted to and approved in writing by the Local Planning Authority. The development shall be constructed in accordance with the approved scheme and thereafter retained.

Drainage

11. No piling shall take place until a PILING METHOD STATEMENT (detailing the depth and type of piling to be undertaken and the methodology by which such piling will be carried out, including measures to prevent and minimise the potential for damage to subsurface sewerage infrastructure, and the programme for the works) and piling layout plan including all Thames Water wastewater assets, the local topography and clearance between the face of the pile to the face of a pipe has been submitted to and approved in writing by the Local Planning Authority in consultation with Thames Water. Any piling must be undertaken in accordance with the terms of the approved piling method statement and piling layout plan.

Noise

12. Prior to the commencement of development on site, notwithstanding site investigation and clearance works, demolition and constructions to slab level, the details of the air source heat pumps hereby approved, including the manufacturing specifications, noise impact assessment, and acoustic enclosures shall be submitted to and approved in writing by the Local Planning Authority. The development shall be constructed in accordance with the approved scheme and thereafter retained.
13. Prior to the commencement of the development, notwithstanding site clearance, a sound insulation scheme shall be designed and implemented to achieve internal noise levels in accordance with BS8233:2014 Guidance on Sound Insulation and Noise Reduction for Buildings, WHO Guidelines for Community Noise. The sound insulation scheme shall be submitted to and approved in writing by the Local Planning Authority, which will incorporate details of sound insulation to be installed between the commercial premises and residential premises in order to manage noise and disturbance. The scheme of noise insulation measures shall be prepared by a suitably qualified consultant/engineer and shall demonstrate that the proposed sound insulation will achieve a level of protection which is at least +5dB above the Approved Document E standard (Dwelling houses and flats) for airborne sound insulation and -5dB for impact sound insulation. The development shall be carried out in accordance with the approved scheme and shall be fully implemented prior to the development hereby approved first being brought into use and shall thereafter maintained as such for the lifetime of the development.
14. Apart from the air source heat pumps hereby approved, no additional noise generating plant, equipment or ventilation/heating systems, shall be installed on the residential development hereby approved without the grant of planning permission by the local planning authority.

Security and Safety

15. Prior to the commencement of development on site, notwithstanding site investigation work, clearance and demolition, full details of measures to be incorporated into the development, demonstrating how site security would be achieved and include details of CCTV, lighting and entry control systems on site, along with how the development can achieve the principles of Secure by Design accreditation and this shall be submitted to, and approved in

writing by the Local Planning Authority. The development shall be carried out in accordance with the agreed details prior to the first occupation of the development and shall thereafter be retained for the lifetime of the development.

Waste Management

16. Prior to the first occupation of the new residential units, a waste management strategy shall be submitted to, and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the agreed details prior to the first occupation of the development and shall thereafter be retained for the lifetime of the development.

Cycle Storage

17. Prior to the first occupation of the new residential units, the details of the cycle storage shall be submitted to, and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the agreed details prior to the first occupation of the development and shall thereafter be retained for the lifetime of the development.

For the following reasons:

1. For the avoidance of doubt and in the interests of proper planning.
2. For the avoidance of doubt and in the interests of proper planning.
3. To ensure that disruption is kept to a minimum and does not affect highway traffic flows to comply with Policies 50, 57, 63, 65, 87 and 89 of the adopted Waltham Forest Local Plan LP1 (2024).
4. To ensure considerate construction and to protect the amenities of the nearby residents from excessive noise and dust and to comply with Policies 57, 63, 64, 87 and 88 of the adopted Waltham Forest Local Plan LP1 (2024).
5. To ensure considerate construction and to protect the amenities of the nearby residents to ensure that disruption is kept to a minimum and does not affect highway traffic flows to comply with Policies 50, 57, 63, 65, 87 and 89 of the adopted Waltham Forest Local Plan LP1 (2024).
6. To ensure that air quality is not adversely affected by the development in line with the Mayor's SPG: The Control of Dust and Emissions during Construction and Demolition, to comply with Policy SI1 of the London Plan (2021).

7. To safeguard the visual amenities of the area and character of the conservation area in accordance with Policies 53 and 72 of the adopted Waltham Forest Local Plan LP1 (2024).
8. In the interest of security and to protect the living conditions of existing and future residents in the locality in accordance with Policy D11 of the London Plan (2021) and Policy 58 of the adopted Waltham Forest Local Plan (2024).
9. To safeguard the visual amenities of the area and character of the conservation area in accordance with Policies 53 and 72 of the adopted Waltham Forest Local Plan LP1 (2024).
10. To minimise the water use of the development, in accordance with the requirements of Policy SI5 of the London Plan (2021) and Policy 89 of adopted Waltham Forest Local Plan LP1 (2024).
11. The proposed works will be in close proximity to underground sewerage utility infrastructure. Piling has the potential to significantly impact / cause failure of local underground sewerage utility infrastructure, in accordance with Policy 89 of the Waltham Forest Local Plan Part 1 (2024).
12. To protect the amenities of occupiers and the surrounding area in order to comply with Policy D14 of the London Plan (2021), Policy 50 and 57 adopted Waltham Forest Local Plan LP1 (2024).
13. To protect the amenities of occupiers and the surrounding area in order to comply with Policy D14 of the London Plan (2021), Policy 50 and 57 adopted Waltham Forest Local Plan LP1 (2024).
14. To ensure considerate construction and to protect the amenities of the nearby residents from excessive noise and dust and to comply with Policies D6 and SI1 of London Plan (2021), Policies 57, 63, 64, 87 and 88 of the adopted Waltham Forest Local Plan LP1 (2024).
15. In the interest of security and to protect the living conditions of existing and future residents in the locality in accordance with Policy D11 of the London Plan (2021) and Policy 58 of the of the adopted Waltham Forest Local Plan LP1 (2024).
16. To ensure that adequate arrangements are made for the storage and collection of refuse and recycling and to comply with Policies 57 and 93 of the adopted Waltham Forest Local Plan LP1 (2024).
17. To comply with London Cycle Design Standards, Policies T1 and T5 of London Plan (2021), Policy 53, 60 and 61 of the adopted Waltham Forest Local Plan LP1 (2024).

Informative(s)

1. To assist applicants the Local Planning Authority has produced policies and

provided written guidance, all of which is available on the Council's website and which have been followed in this instance. And the decision was delivered in a timely manner.

2. Under the terms of the Planning Act 2008 (as amended) and Community Infrastructure Levy Regulations 2010 (as amended), this development may be liable to pay the London Borough of Waltham Forest Community Infrastructure Levy (CIL) and the Mayor of London's Community Infrastructure Levy (CIL). These charges will be calculated in accordance with the London Borough of Waltham Forest CIL Charging Schedule 2014 and the Mayor of London's CIL Charging Schedule 2019. One of the development parties may now need to assume liability to pay CIL by submitting an Assumption of Liability Notice to the Council at CIL@walthamforest.gov.uk. The Council will then issue a Liability Notice setting out the amount of CIL payable on commencement of the development.

Failure to submit a valid Assumption of Liability Notice and Commencement Notice prior to commencement of the development may result in surcharges being imposed and the development will not benefit from the 60 day payment window.

Further information and all CIL forms are available on the Planning Portal at www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil and the Waltham Forest Council website at

<https://walthamforest.gov.uk/content/community-infrastructure-levy>.

Guidance on the Community Infrastructure Levy can be found on the National Planning Practice Guidance website at <http://planningguidance.planningportal.gov.uk/blog/guidance/community-infrastructure-levy/>.

Note: The Mayoral CIL Charging Schedule (MCIL1) (adopted 2012) will be superseded by MCIL2 Charging Schedule; and will take effect from 1 April 2019. The London Borough of Waltham Forest has been moved from Band 3 to band 2, increasing the MCIL2 rate from £20 to £60 per sq. m (excluding indexation).

3. A legal agreement has been entered into with the London Borough of Waltham Forest in conjunction with this grant of planning permission to ensure sustainable transport contribution, monitoring of Construction Logistics Plan, SAMMS contribution, legal fees and monitoring fee.
4. **IMPORTANT:** Compliance With Planning Conditions Requiring Submission and Approval of Details Before Development Commences. You will be in breach of planning permission if you start development without complying with a condition requiring you to do something before you start. For example,

that a scheme or details of the development must first be approved by the Local Planning Authority.

- Carrying out works in breach of such a condition will not satisfy the requirement to commence the development within the time permitted.

- Beginning development in breach of a planning condition will invalidate your planning permission.

- If you require confirmation as to whether the works you have carried out are acceptable, then you should apply to the Local Planning Authority for a Certificate of Lawfulness.

5. It is the developer's responsibility to ensure all signage associated with the proposed development i.e. street nameplates, building names and door numbers are erected prior to occupation, as agreed with the Councils Street Naming/Numbering Officer.
6. This determination does not constitute permission to build under the Building Regulations 2010. Works should not commence until any appropriate building regulation applications have been submitted and where necessary approved.
7. Construction and demolition works audible beyond the boundary of the site should only be carried out between the hours of 0800 and 1800 hours Mondays to Fridays and 0800 and 1300 hours on Saturdays, and not at all on Sundays or Public/Bank Holidays.
8. The AQDMP can form part of the Construction Environmental Management Plan (CEMP). The AQDMP shall include the following for each relevant phase of work (demolition, earthworks, construction and track out):
 - i. A summary of work to be carried out;
 - ii. Proposed haul routes, location of site equipment including supply of water for damping down, source of water, drainage and enclosed areas to prevent contaminated water leaving the site;
 - iii. Inventory and timetable of all dust and NO_x air pollutant generating activities;
 - iv. List of all dust and emission control methods to be employed and how they relate to the Air Quality (Dust) Risk Assessment;
 - v. Details of any fuel stored on-site;
 - vi. Details of a trained and responsible person on-site for air quality (with knowledge of pollution monitoring and control methods, and vehicle emissions);
 - vii. Summary of monitoring protocols and agreed procedure of notification to the local authority; and
 - viii. A log book for action taken in response to incidents or dust-causing episodes

and the mitigation measure taken to remedy any harm caused, and measures employed to prevent a similar incident reoccurring. Developments assessed to be medium risk or greater for any of the steps required in an Air Quality and Dust Risk Assessment (AQDRA) regular or continuous PM10 monitoring should be carried out on site. Baseline monitoring should commence 3 months before the commencement of works and continue throughout all construction phases. Details of the equipment to be used, its positioning, additional mitigation to be employed during high pollution episodes and a proposed alert system should be submitted to the Council for approval. No demolition or development shall commence until all necessary pre-commencement measures described in the AQDMP have been put in place and set out on site. The demolition and development shall thereafter be carried out and monitored in accordance with the details and measures approved in the AQDMP. The IAQM “Guidance on Air Quality Monitoring in the Vicinity of Demolition and Construction Sites” details appropriate monitoring for the scale of the site or project.

Air Quality ADMS-Roads input data and output files must be provided to LB of Waltham Forest on validation of the planning application. AQ modelling must be based on transport related inputs which have been approved by LB of Waltham Forest Transport Assessment team. It is essential that junctions and heavily congested roads are modelled accurately, and this is reflected in the choice of relevant node spacing and vehicle speed inputs – clearly showing the node distance with speed reduction as the vehicle approaches the area of congestion/junction. This also applies to pedestrian crossings, roundabouts and any street layout which causes congestion such as single lanes with a bus stop. Where under predictions occur nodes must be scrutinised and where necessary vehicle speeds adjusted to reflect queuing. It is the responsibility of the applicant to ensure that their appointed consultants’ modelling verification is robust and adjustment factors clearly explained and justified, calculations and graphs must be provided at validation. Margin of error must not exceed 4 (refer to LAQM guidance as best practice). Contrary to the values given in the EPUK guidance a magnitude of change greater than 0.5 µg/m³ is considered significant in areas where present concentrations are approaching / breaching limit values and shall be assessed as such. Any other scenarios should be considered which are relevant to this site.

9. A Groundwater Risk Management Permit from Thames Water will be required for discharging groundwater into a public sewer. Any discharge

made without a permit is deemed illegal and may result in prosecution under the provisions of the Water Industry Act 1991. We would expect the developer to demonstrate what measures he will undertake to minimise groundwater discharges into the public sewer. Permit enquiries should be directed to Thames Water's Risk Management Team by telephoning 020 3577 9483 or by emailing trade.effluent@thameswater.co.uk . Application forms should be completed on line via <https://protect-eu.mimecast.com/s/NnT8CPjLVhNRRj4IzKCJR>.

10. Thames Water will aim to provide customers with a minimum pressure of 10m head (approx. 1 bar) and a flow rate of 9 litres/minute at the point where it leaves Thames Waters pipes. The developer should take account of this minimum pressure in the design of the proposed development.
11. This determination does not constitute permission to build under the Building Regulations 2010. Works should not commence until any appropriate building regulation applications have been submitted and where necessary approved.
12. This notice is without prejudice to your responsibilities under any other legislation.



Justin Carr
Assistant Director – Development Management and Building Control
London Borough of Waltham Forest