

Haringey Local Development Framework

House Extensions in South Tottenham

Supplementary Planning Document



First Revision (Adopted)
October 2013

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Haringey Council

Planning and Compulsory Purchase Act 2004, Section 23

**Town and Country Planning (Local Development) (England)
(Amendment) Regulations 2012**

**House Extensions in South Tottenham
Supplementary Plan Document – Regulation 14**

Adopted on the 24/10/2013 by Haringey Council

Signature

A handwritten signature in blue ink, appearing to read 'R. S. Stewart', written over a dotted line.

Ransford Stewart

Interim Assistant Director of Planning, Haringey Council

28/10/2013

**SUPPLEMENTARY PLANNING DOCUMENT
HOUSE EXTENSIONS IN SOUTH TOTTENHAM
1st revision**

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Note: Additions compared to the original edition are marked with a double vertical line to the right of the text; as shown to this paragraph

1. INTRODUCTION

- 1.1 Haringey Council recognises the need to tackle overcrowding, and provide for additional habitable accommodation for large families in parts of the South Tottenham area of the borough.
- 1.2 Following public consultation in 2009 and 2010, the House Extensions in South Tottenham Supplementary Planning Document (SPD) was formally adopted by Cabinet in November 2010.
- 1.3 Following adoption, there were requests both for clarification and amendments to roof extensions, as well as concern at quality and workmanship of some extensions built. In January and February 2013 the Council issued a Discussion and Consultation Document on the SPD and held two public meetings. The Council took into account the views expressed and representations made and proposed a draft revised SPD for consultation.
- 1.4 The draft Revised SPD was issued for consultation with the general public and statutory consultees in accordance with the Regulations during July and August 2013. The Council took into account the views expressed in that consultation and the October 2013 Cabinet of Haringey Council adopted this Revised SPD in accordance with the Constitution (1st January 2013).

Scale and character of the area

- 1.5 The boundary of the area to which this planning and design guidance will apply is set-out in the map on page 28. The area is located in the extreme south-eastern corner of the borough, and is generally referred to as South Tottenham.
- 1.6 The traditional pattern of development of the area comprises late nineteenth and early twentieth century 2 storey terrace houses, typically with shallow pitched roofs, as shown in Figure 1, lining a network of roads laid out to a grid pattern with back-to-back rear gardens. Within the overall area there is some visual variety between house types, the adjoining streets, and terraces on the opposite sides of the street.
- 1.7 Within individual terraces, however, there is a general consistency in the use of a limited palate of external facing materials and design detail. The terraces have a consistency of scale and rhythm resulting in a uniformity of street character within the area.



Figure 1: the original South Tottenham residential terraces; diagrammatic view of house type

Community profile

- 1.8 There is evidence of a significant overcrowding problem in the South Tottenham area, relating particularly to large families in small dwellings.
- 1.9 The Equalities Impact Assessment produced alongside this document analyses this in particular. This supporting document can be accessed via the Council's website.

Planning background

- 1.10 Haringey's first UDP, adopted in 1998, included a policy which dealt specifically with dormer windows, roof extensions and loft conversions. This policy was not carried forward into the Adopted UDP 2006, at which time the Council applied a simple policy approach which considered extension proposals in South Tottenham on exactly the same basis as extension proposals elsewhere in Haringey, consistent with Policy UD3 and SPG1a.
- 1.11 In recent years, the Council attempted to provide planning policy and design guidance that would assist in meeting the needs of the local community; however, this had not been formally adopted.

Concerns about inappropriate roof extensions

- 1.12 The effect of some recent roof extensions has been of great concern to the Council, in terms of the scale of development and adverse impact on the character of the area. The policy and design guidance addresses this concern, by ensuring that the design and scale of any roof extension is appropriate for the building and for the character of the area.
- 1.13 Typically, there are flat roofed, second floor extensions which cover almost the whole footprint of the original dwelling. With the exception of a narrow margin at the front eaves of the building, most extensions have virtually replaced the whole of the pitched roof structure. (Figure 2 below shows extensions substantially greater than a traditional dormer inserted into a roof)



Figure 2; appearance of some recent extensions to terraces in the area (diagrammatic view of terrace)

- 1.14 These roof extensions have a significant effect, not only on individual buildings but on the appearance of the area generally. They stand out on the skyline when viewed against the adjoining sloping roofs, and the effect is visually intrusive conflicting with the original scale and character of the terrace. The number of large, flat roofed extensions constructed in recent years exacerbates the effect, and cumulatively these have started to change the scale and appearance of streets in the area.

Additional Guidance and Revision of the SPD

- 1.15 This document sets-out the Council's design guidance proposals for House Extensions in the South Tottenham area of the borough. As it has been formally adopted, the guidance is a Supplementary Planning Document (SPD).
- 1.16 Since the original SPD was adopted, there was an increase in the number of applications for roof extensions in the area. However not all extensions followed the guidance correctly.
- 1.17 Local residents, architects and builders asked for further clarification on the types of house extensions that are considered acceptable. The Council received requests for variations to the types of extensions permitted, including larger extensions and modified rules for the three approved types, specifically to permit "Type 3" extensions singly rather than only in pairs, and that further rear extensions are permitted in the area.
- 1.18 The Council is concerned about inconsistency of construction and design, and unapproved overdevelopment. Getting the details of extensions right is very important to preserving the value of property, quality of life of those living there and retaining a consensus in favour of the SPD. The Council is also concerned about building and construction safety and wants to give strong advice about safe building design. The Council wants to ensure that agreed guidance is followed, respected and has the support of the local community. Once guidance is agreed it should be adhered to – in this way the design, amenity and value of the neighbourhood will be protected and enhanced.
- 1.19 The Council produced a "Discussion and Consultation Document" in January 2013. There was a high level of local interest in the consultation, described in detail in the Consultation Report on the Discussion and Consultation Document (June 2013). From this a draft revised was produced.
- 1.20 The consultation draft of the revised SPD was made available for comment to statutory consultees, all those who commented on the previous consultations and anyone else interested. These responses have been considered and changes incorporated into the document as described in the Consultation Report on the Draft Revised SPD (October 2013). From this the final version of the revised SPD was produced for adoption.
- 1.21 The Cabinet of Haringey Council, which is defined by the Constitution as the relevant decision making body for Supplementary Planning Documents, approved this revised version of the SPD, at its 15th October 2013 meeting. It is therefore deemed adopted and became planning policy 5 days after that date. It therefore replaced the original SPD from that date. The law allows a 3 month call in period following adoption, during which applications may be made for judicial review of the adoption.

Status of the Supplementary Planning Document

- 1.22 The original SPD was prepared within the context of Government guidance, the Mayor's London Plan (2008), London Borough of Haringey Unitary Development Plan (2006), Haringey's emerging Core Strategy and other relevant supplementary planning guidance in use at the time.
- 1.23 Since adoption of the original version the Council has adopted its new Local Plan, Strategic Priorities (March 2013). This replaces some policies from the UDP, whilst others are saved; details can be found in the Local Plan, Strategic Priorities. However this does not change the status of this SPD.
- 1.24 It is the intention of the Council that the SPD will elaborate upon the policies contained within the borough's Local Plan, Strategic Priorities and saved policies from the UDP. It is and will remain a material planning consideration and afforded significant weight when used to determine planning applications for the area.

Sustainability appraisal

- 1.25 This SPD has been prepared with a view to contributing to the achievement of sustainable development. In essence, this involves ensuring a better quality of life for everyone; now and for future generations.
- 1.26 A sustainability appraisal was carried out in conjunction with the preparation of the original SPD, which met the regulatory requirements through a single appraisal process. Its main purpose was to appraise the social, environmental and economic effects of the SPD, from the outset of the preparation process, so that decisions can be made that achieve sustainable development.
- 1.27 The Sustainability Appraisal was carried out to inform preparation of the original version of this SPD, but is considered to remain valid in informing this revised version, without requiring any changes to the Sustainability Appraisal.

2. NEW PLANNING GUIDANCE FOR ROOF EXTENSIONS

- 2.1 Haringey Council recognises there is a need to tackle over crowding, and provide for additional habitable accommodation for large families in part of South Tottenham. There is a pressing need for new planning guidance that will regularise the size and design of roof extensions in the area, and ensure adequate growing space coupled with good design.
- 2.2 This document defines the three approved ways in which homes may be extended at roof level. These are an indication, and may vary according to the specific architecture of the terrace concerned; variations are explained in more detail in Chapter 3. However, notwithstanding the variation relating to that proviso, permissible forms of extensions are these and only these standard types. The three standard types are set-out below:

The three standard types of extension

Type 1

- 2.3 Type 1 is a full width dormer to the rear only, no higher than the level of the existing ridge, with possible rooflights to front only; diagrammatic view of single house.

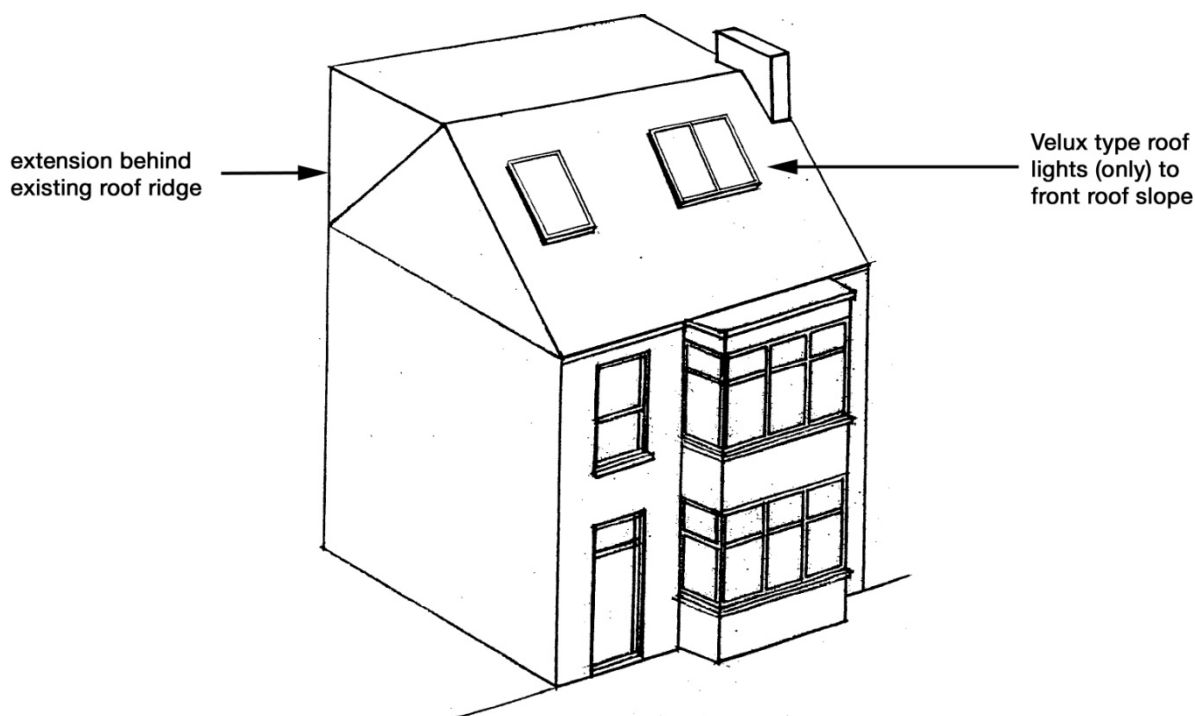


Figure 3; Type 1; full width dormer to rear only no higher than the level of the existing ridge, with possible rooflights to front only; diagrammatic view of single house

- 2.4 Type 1 extensions may be permitted development, but the council would recommend discussing your plans with the Development Management Team.
- 2.5 Flush rooflights to the front roof slope are acceptable, provided they are in the same plane as the roof slope. Any form of window or structure projecting or extending out from the front roof slope, such as a dormer window, would not be acceptable.
- 2.6 In addition, smaller loft conversions with just rooflights or dormer windows to the rear would also be acceptable; this is the only sort of extension of homes into the roof that would be acceptable elsewhere in the borough.
- 2.7 In some houses there will not be enough room to create the required finished floor to ceiling heights. In these cases, Type 1 extensions are not acceptable. Householders should consider Type 2 or 3 extensions or alternatives to extension instead.

Type 2

- 2.8 Type 2 is a whole floor extension with flat roof behind a parapet in wall to match existing 1st floor construction; diagrammatic view of single house.

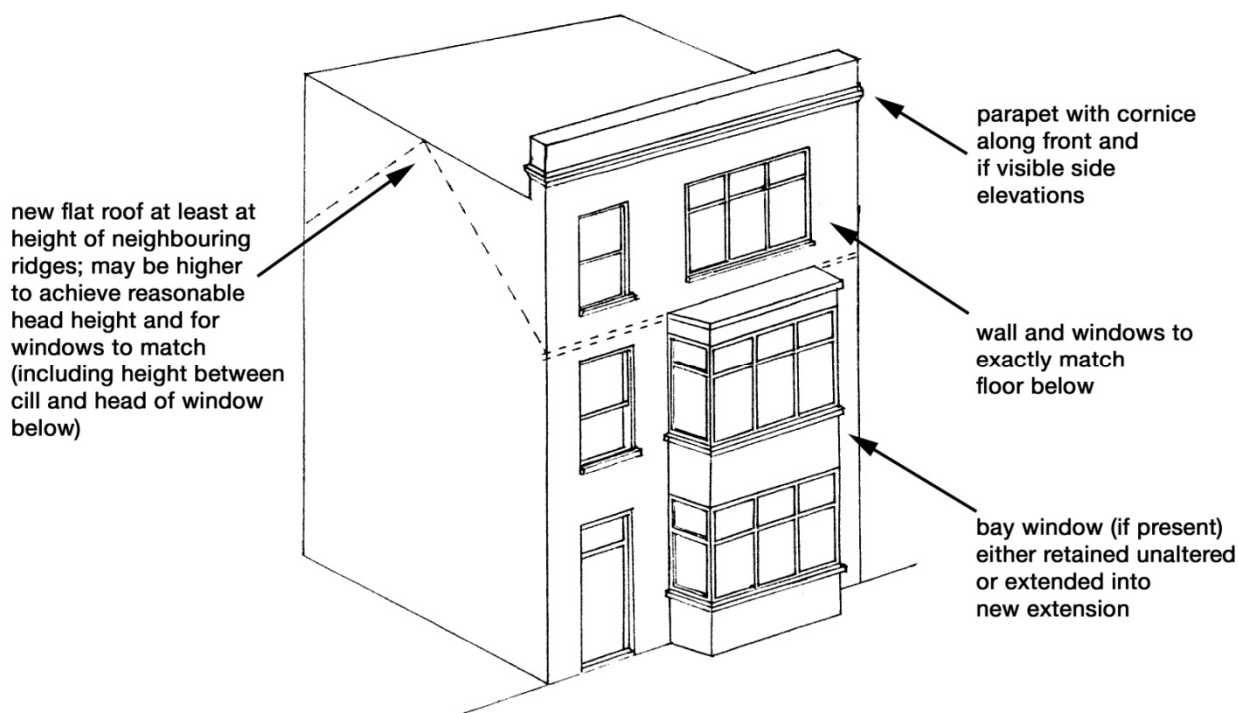


Figure 4; Type 2; whole floor extension with flat roof behind parapet in wall to match existing 1st floor construction; diagrammatic view of single house.

- 2.9 The extension removes the roof slope entirely and replaces it with an additional floor and flat roof behind a parapet wall.
- 2.10 Extensions must include a **parapet** with a **cornice**.
- 2.11 The external design of the new top storey must match the design of the **existing house**.
- 2.12 The SPD does not set limits on how high a Type 2 extension should be, just that it should be proportionate and not excessive. For buildability, the flat roof should not be lower than neighbouring roofs, but may be higher. A certain greater minimum height may be necessary to fit windows that match those in the floor below; see paras. 3.18-3.22 below.
- 2.13 This style of roof extension is appropriate for the majority of houses in the SPD area. However, houses with large second floor gabled roofs would not be appropriate for this kind of roof extension.
- 2.14 Due to the requirement to match the design of the new storey to the existing house, the Council would recommend discussing your plans with the Development Management Team.

Type 3

- 2.15 Type 3 is a full 2nd floor extension with loft accommodation at 3rd floor level possible within pitched roof, in materials to match; existing; diagrammatic view of terrace.
- 2.16 Due to the amount of structural work usually required for this sort of extension there are significant benefits from carrying out “Type 3” extensions to pairs of houses (or more) at the same time. For example, it is likely that the party walls of the houses will have to be strengthened and underpinned, but if both houses on either side of the party wall are extended at the same time, they share the cost of this strengthening.
- 2.17 Extended dwellings will also require very substantial structural alterations and means of escape in case of fire throughout. Such work would need to comply with the Building Regulations. Further detail can be found in the “Structural Stability and Fire Safety” section below at 3.35-3.39.

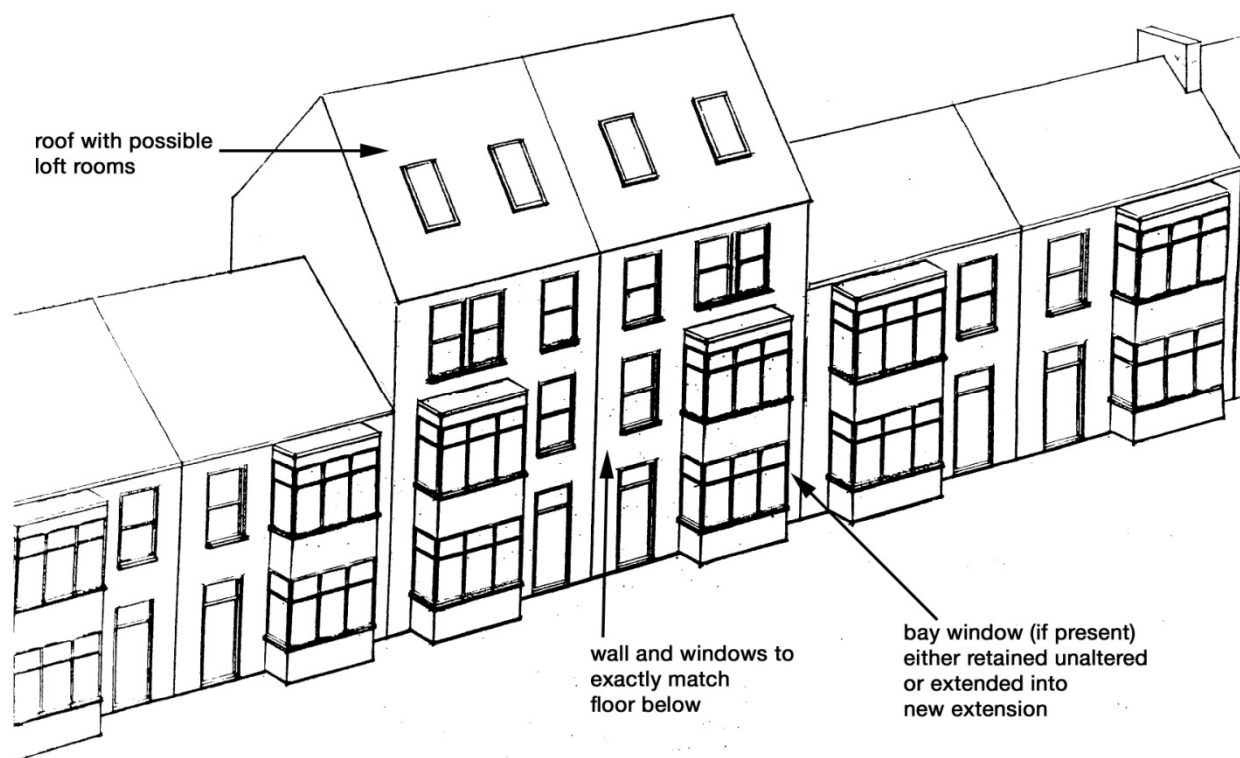


Figure 5; Type 3; full 2nd floor extension with loft accommodation at 3rd floor level possible within pitched roof, in materials to match; existing; diagrammatic view of terrace.

- 2.18 All materials must match the original house. Houses with large second floor gabled roofs would not be appropriate for this kind of roof extension.
- 2.19 This type of extension in particular also raises a number of serious issues regarding sound construction and safety. It is essential that all plans for this type of extension are discussed in detail with a qualified professional like a structural engineer, architect or building surveyor.

This is considered to be the MAXIMUM permissible extension in South Tottenham.

3. DESIGN CONSIDERATIONS

Broad design considerations

- 3.1 There are a number of variations in existing house styles and detailing in the SPD area.
- 3.2 The extensions permitted under the SPD are limited to three types to preserve and restore design quality of the houses and streets of South Tottenham. Requiring roof extensions to take into consideration design quality will preserve the value of property, quality of life and maintain the consensus in favour of the SPD.
- 3.3 As further roof extensions are constructed, the scale and character of the area will inevitably change. It is important that roof extensions comply with one of the approved design types to establish a consistency of scale and character for the terrace, street, and eventually the whole area.
- 3.4 As new roof extensions are undertaken by individual owners, it is recognised that it is likely to take a number of years before a whole terrace would become extended at roof level. The process is of gradual transition, with a consistent scale and character, built to a good standard of design, and suitable for accommodating appropriate growth (shown below, Figure 6).



Figure 6: possible streetscape in transition with Type 2 type extensions

- 3.5 Each planning application will be considered on its individual merits, having regard to the impact on the appearance of the house itself, on the adjoining houses either side, as well as on the architectural unity of the terrace and overall character of the specific street.
- 3.6 Daylight, Sunlight and Overlooking considerations may affect the viability of extensions in some cases. Extensions, even in accordance with this document,

will not be permitted where they cause an unacceptable loss of daylight, sunlight or privacy to other dwellings, as defined in Haringey's Housing SPD paras. 8.20 - 8.26 incl..

- 3.7 To enable the Council to assess applicants' proposals, applicants *must* submit thorough and accurate plans and elevations of proposals.

Height of Extensions

- 3.8 Height of extensions should be determined by the requirements of room height and appearance; it is desirable but not necessary for neighbouring extended houses to have some consistency of height, as the original existing houses vary in height.
- 3.9 Type 1 extensions should never be higher than the existing roof ridge. Type 2 extension's flat roofs should never be lower than their neighbour's roof ridge, to ensure sound detailing.
- 3.10 Type 2 and 3 extensions should have windows to match those on the floor below and roughly the same distance from window cill to the head of the window below as found in the existing house.
- 3.11 Height of parapets to type 2 extensions should be similar; roughly the same distance from head of window to parapet coping as from cill of windows on the new floor to head of the windows on the floor below.
- 3.12 Type 3 extensions should have a roof eaves to match the existing eaves, with the height of the eaves above the heads of windows immediately below the same as existing; in other words, the distance from the head of the new 2nd floor windows to the new eaves should be the same as was the distance from the head of the existing 2st floor windows to the old eaves.

Facing materials

3.13 Facing materials to existing front elevations in South Tottenham include brickwork, render and to first floors, hanging tiles. Extensions should match those existing facing materials. A palette of specific facing materials has been identified during the course of public consultation as follows:

Element	Original Material	Proposed Material
Walls	Brick	Brick in matching colour and size
	Render	Render in matching colour and finish, flush finished to the existing (a new skim coat and paint finish to existing render is recommended to tie-in new work seamlessly).
Pitched Roofs	Slate	Natural or artificial slate to match in colour and size the <i>original</i> roof covering.
	Tiles	Plain clay tiles or artificial (usually concrete) to match, in matching colour and size.
		In both of the above, applicants are encouraged to <i>reuse</i> the existing roofing materials wherever possible. It is recommended that reused existing tiles are used first on the front (street facing) slope, and if possible new roofing materials on the rear.
	Note:- flat roofing materials are at applicants discretion	
Windows	Window shape, pattern and material should match the existing; see further details below.	

3.14 Where properties have already been altered with new non-matching materials not listed above, applicants should endeavour to ascertain the type of original material used and utilise the appropriate proposed material as above. It will be possible to identify the original materials from neighbouring houses.

Fenestration and detailing

- 3.15 **Windows:** The size and pattern of windows should be reproduced from the floor below. The line of the window cills and heads will set the line of fenestration which must be maintained.
- 3.16 When the Council grants Planning Permission for an extension, Permitted Development Rights to change the materials and details of windows will be taken away. This is to ensure that the appearances of windows in extensions are in accordance with the planning permission.
- 3.17 **Bay Windows with Gabled Pitched Roofs**
Many houses in the SPD area have 2 storey bay windows with pitched roofs with a pointed gable facing into the street. It is important to retain this pitched roof and pointed gable over bay windows in houses that have been extended.
- 3.18 Generally the bay should be extended to the additional floor, with the bay window roof replicated at the new level, as shown in Figure 7 and Figure 8 below.



Figure 7 above: Example of a Type 2 extension with the bay extended up to the parapet.

**type 3 extension with bay windows
extended into new floor**



Figure 8 above:- Example of a Type 3 extension to 2 houses with the bays of both extended.

3.19 Brick & Stone Details: The Council will seek the retention and reinstatement of all original, decorative brick and stone details to elevations of extended houses and strongly recommends that such details be replicated where appropriate in extensions.

Roofs

3.20 Pitched Roofs: new and modified pitched roofs should follow the original roof in materials and detailing. Where houses have parapets at party walls, between houses, a parapet should be provided in extended roofs (in type 3 extensions) both between the pair of extended roofs and at either end. Where the original terrace did not have party walls extended through the roof as parapets, there should not be parapets between or at either end of pairs of type 3 extensions. This would allow any subsequent neighbour to extend using type 3 and to achieve consistency.

3.21 Hipped and gable ends: At the end of terraces, some houses were originally built as hipped pitched roofs, others as pitched roofs ending in a gable. Whilst it would be preferable to replicate the hipped pitched roof (where that is original) on end of terrace houses with a Type 3 extension, it would be acceptable to detail the extension as a gable end, where the proposal would not be overbearing.

- 3.22 **Flat roofs and their parapets:** A parapet will be required to all front elevations in type 2, and to side elevations where house is end of terrace or adjacent to a house whose roof will be at a lower level, i.e. an unextended house or one which has a type 1 extension or one of the previously permitted (but no longer permitted) large dormer type extensions has been built.
- 3.23 **Gables:** Some of the older homes in the area have large, second floor gabled roofs as existing. Such properties may not be suitable for design type 2 or 3 extensions. However, these houses generally have a higher roof ridge, making type 1 extensions easier to achieve.



Figure 9; typical gable fronted terrace not suited to Type 2 and 3 extensions

Paired houses

- 3.24 Some properties were constructed as a matching pair of semi-detached houses, sharing a gabled bay or other architectural feature.
- 3.25 Type 1 extensions would normally be acceptable. However in all such instances, a Type 2 or Type 3 extension would only be possible if both homes were extended jointly.
- 3.26 The council would recommend discussing any plans to extend matching pairs of houses with the Development Management Team.

Design Detail

3.27 Many of the extensions that have been granted permission in accordance with the SPD have been built with important, visually significant details missing or incorrectly built. It would appear that in most cases extensions are being built with details different to those granted planning permission.

3.28 Detail is an important component of good design. Getting the detail right is a vital part of ensuring extensions are good quality, to preserve and enhance property values, protect quality of life of resident and neighbours and maintain the consensus in favour of the SPD. Some of the common detailing concerns are outlined below.

3.29 When the Council grants Planning Permission for an extension, Permitted Development Rights to change materials and details of the front facade will be taken away. This is to ensure that the appearances of the front facades of extensions are in accordance with the planning permission.

3.30 Using the Same Wall Finishes

- All extensions should use the same material as the original house. There should be no horizontal joint, line, change in materials or projecting horizontal feature where the extension joins the original house. The same material should continue seamlessly.
- Bricks need to match in colour, pattern and texture. If the original bricks are discoloured then new brickwork can be artificially aged or the original brickwork can be cleaned.
- Render should match in colour and texture.

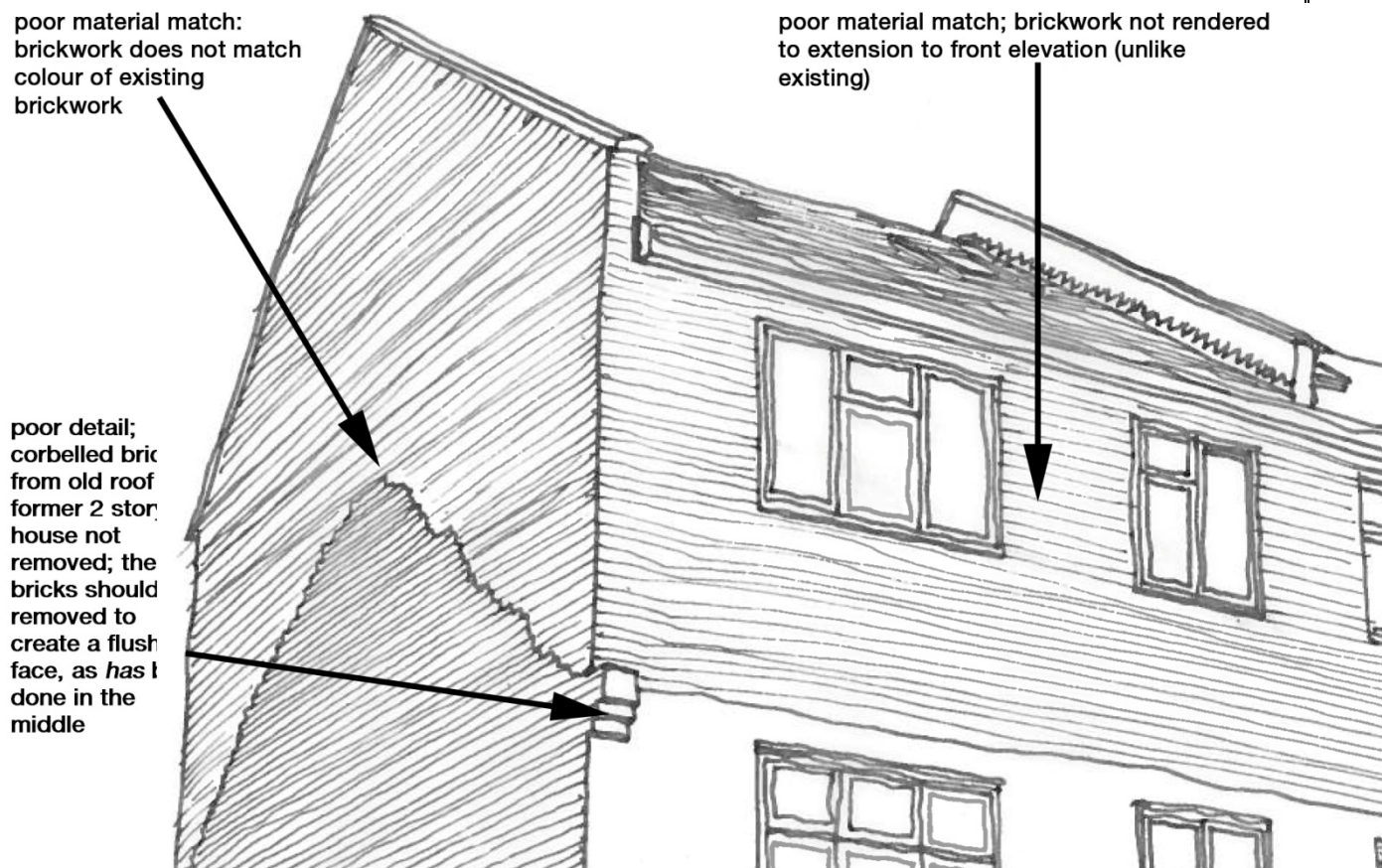


Figure 10 above: - Poor material match & party wall corbel not removed.

3.31 Parapets

- All Type 2 extensions must include a parapet.
- Parapets need to project above the roof line and need to include cornices (see below).
- As a guide, an appropriate height is the same from the head of the new 2nd floor window to the coping to the parapet as from the cill of the window to the head of the window on the floor below.
- It is usually best for parapets to “turn the corner” and continue along each party wall, but this is only essential where the house is on the end of a terrace; however care must be taken to avoid water run-off and spread of fire from one property to another.
- Rainwater guttering must be behind the parapet.

bad example of a parapet;
no cornice
probably also insufficient
height of parapet

projecting bands in the face
of the wall (possibly
corbelled brickwork) should
not have been added;
face of wall should be a
continuous, smooth plane
with no sign of where the
old roof eaves was

as a rule of thumb, parapets
should be about as high
above the head of the 2nd
floor window as the cill of
the 2nd floor window is
above the head of the 1st.

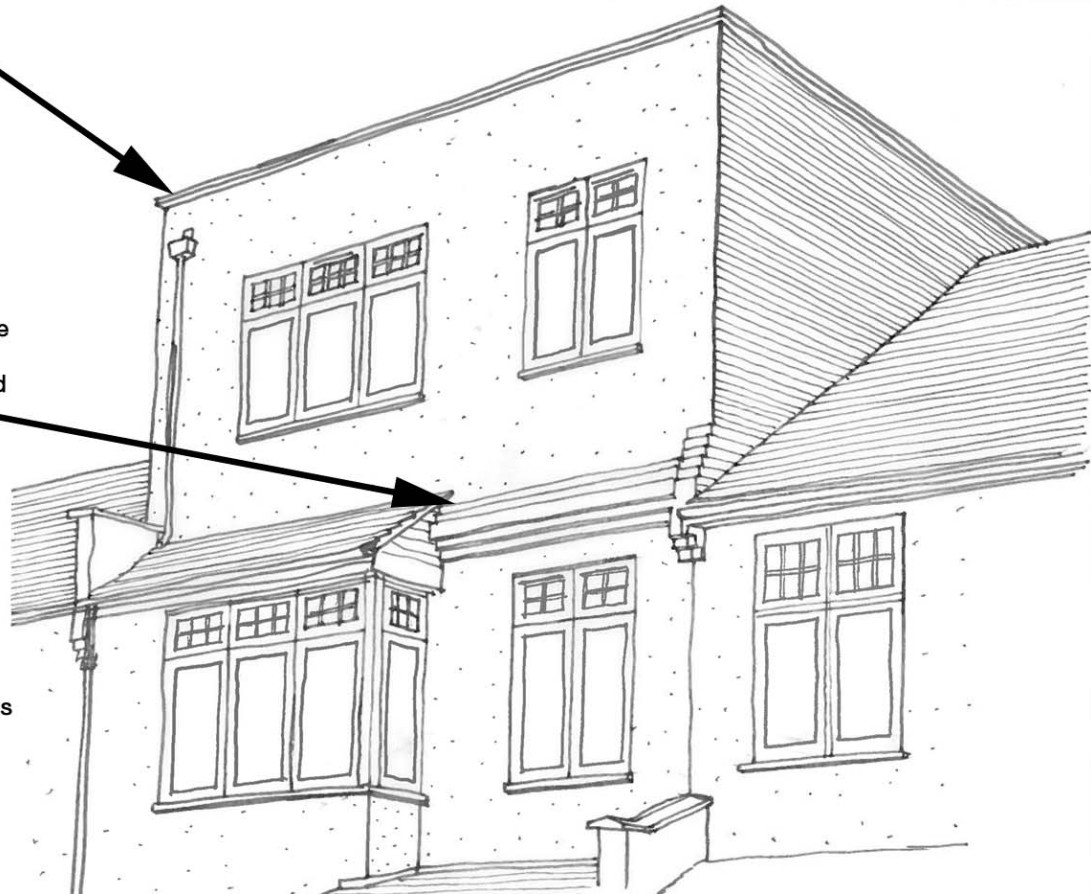


Figure 11 above:- Bad example of parapet - also remains of old roof

3.32 Party Wall Parapets

- Many existing houses have party walls that extend as parapet walls above the roof level of the houses either side.
- Existing party wall parapets should be completely removed in all Type 2 and Type 3 extensions. This also includes existing corbelled brickwork.

main error; brick corbel from old roof retained (should be removed) and then extended up in bricks contrasting incongruously with render

an additional comment is that whilst this Type 3 extension successfully blends into the pre-existing house by rendering everything, by not applying any decoration at all the appearance is very utilitarian



Figure 12 above:- existing party wall parapet not removed All new extensions with a parapet should match the existing next door parapets in materials and detailing.

3.33 Windows

- New windows must match the existing windows. This includes the decorative treatments around the windows like cills & lintels.
- Usually this includes the height of the windows to the new floor matching those on the existing 1st floor.
- Sometimes, and especially when in the existing house windows on the 1st floor are not as high as windows on the ground floor, then the new windows on the 2nd floor should reduce in height by the same proportion.
- It is important that details of the existing window pattern and surrounds are reproduced.
- The existing windows and especially bays (like in the example below) often contain good models for cornices to parapets.



Figure 13 above:- Good example of existing decorative window surrounds; if any houses like these were extended, they should reproduce these details around the new windows. These mouldings would also form a good model for the decorative parapet to a “Type 2” extension

3.34 Cornices

- All Parapets (for instance on Type 2 extensions) must include cornices.
- These are normally set three or four brick courses below the coping to the parapet and consist of three or four projecting courses in render or moulded stone.
- At either side of the house, the cornice should turn the corner, but need not continue the length of a party wall or gable end parapet.

Structural Stability and Fire Safety

- 3.35 The Council cannot stress enough the importance of building safety; for the sake of your family, your neighbours and your property. Compliance with the Building Regulations will ensure safe and sound construction. It is also a legal requirement. The Council cannot force you to use Haringey Building Control, but we strongly recommend it. Remember your family's safety could be at stake.

Structure

3.36 Foundations

- With these types of development, there is an additional loading of up to two floors and an additional storey height of brickwork imposed upon the foundations of the existing house.
- It is essential that all proposals for Type 2 and Type 3 provide structural calculations to demonstrate that the additional loading on the ground by the foundations does not exceed the accepted maximum bearing capacity of the ground. The council would recommend that an appropriately qualified professional provides advice regarding the capacity of the existing foundations.
- Some local residents, builders and architects have said that they consider their foundations are deep and sturdy enough to safely be extended without any strengthening, but whilst we recognise that some houses may be, it remains up to the person doing the extension to show that they are adequate. This would be by exposing them in the locations required by the building control body to the satisfaction of Haringey Building Control.

3.37 Lateral restraint

- Due to the additional height and loading of the external walls it is a requirement that the existing first floor, second floor and loft floor be strapped to the external walls to provide adequate restraint and ensure the stability of the house.

3.38 Fire

- Smoke detection will be required to each level of the hall in the stair enclosure of the property.
- The smoke detectors need to be mains wired to their own circuit in the consumer unit with battery backup. They are also required to be interlinked so if one detector is activated, they all activate.
- The whole stair enclosure will be required to be 30 minutes fire resisting.
- 30 minute fire doors will also be required to be provided to all the rooms off the stair enclosure with the exception of the bathroom and WCs.
- For the top floor of the loft conversion, being a floor over 7.5m above ground level, the Means of Escape in case of fire is critical. The means of escape can be satisfied by:
 - an alternative means of escape through the property
 - an alternative route out of the building to a place of safety, separated from the main staircase of the house
 - the property can be fitted with sprinklers.

3.39 Two Storey Extensions and a New Basement

- If a basement extension is proposed in addition to Type 3 roof extension the house will be required to fully comply with the requirements of preventing disproportionate collapse. This would require steel framing and strapping of the new proposed works and the existing building.
- The means of escape can be satisfied by:
 - If the upper storey of the building has been provided with an alternative means of escape then the protected hallway is to be extended down to the basement level and the smoke detection system extended into the basement with a fire door provided into the stairwell.
 - If the building has been provided with a sprinkler system then the sprinkler system is to be extended down into the basement and the basement separated from the ground floor with fire resisting construction and a fire door.
 - If the basement is to be accessed through a room on the ground floor and not from the stairwell, then the basement is required to be separated from the ground floor with fire resisting construction and a fire door. The basement is also to be provided with an alternative means of escape to a place of safety via a suitable window or door. The smoke detection in the building is to be extended into the basement.
- Should “Type 3” extensions to single houses be permitted, with or without basements, the council will consider requiring similar conditions for foundations, lateral restraint and means of escape in case of fire.

For any queries on these matters please contact Haringey Building Control – see page 38.

Rear extensions

- 3.40 Ground floor rear extensions may continue to be considered acceptable, but they should not extend beyond 3 metres from the back of the original terraced house, 4 metres for semi-detached properties. All rear extensions should conform in this respect (paragraph F.2) and to all the other provisions of our adopted SPG1a, Design Guidance, and the emerging Development Management DPD.
- 3.41 In considering proposals for rear extensions the Council will assess their impact on the adjoining dwellings, with particular attention paid to protecting privacy, maintaining sunlight and daylight, and maintaining a reasonable outlook for adjoining properties.
- 3.42 Extensions must be of the highest quality design, constructed in a sympathetic architectural style with detailing, fenestration and materials to match the existing style.
- 3.43 Larger rear extensions are generally discouraged. The Council will not normally permit extensions which leave a rear garden of less than 50m² as set out in the Housing SPD para. 8.15.
- 3.44 **Permitted Development**
The “Permitted Development” rules allow certain extensions to homes into their rear gardens without planning permission. Permitted Development is defined by central government. Extensions that are Permitted Development do not require planning permission. For an extension to be Permitted Development it would have to satisfy all of a number of conditions including:
- percentage of the size of the existing garden remaining,
 - length from the original rear of the house,
 - height and
 - not being visible from the street.
- 3.45 Recent temporary changes to Permitted Development Rights for single story rear extensions, which came into effect on 30th May 2013, increase the length of extensions that do not require planning permission, for terraced or semi-detached houses, to 6m (in place of 3m); to detached houses 8m (in place of 4m). This change is temporary; extensions using this concession must be *completed* by 30th May 2016. Applicants must issue the Council and *all adjoining property owners* prior notification of the intention to build the extension; if any of the neighbouring owners objects within 21 days the Council can refuse planning permission on grounds of loss of amenity to neighbours (only).
- 3.46 Planning (Development Management) Officers at Haringey Council can advise whether a development would be Permitted Development, and the planning portal website has diagrams and descriptions* of common extensions with advice whether they would be Permitted Development. The Government recently (September 2012) announced an intention to have a temporary relaxation of the distance rule for Permitted Development, allowing extensions of 6m rather than 3m from the original rear of the house; this is not implemented yet and the other rules remain in place.

* see the Planning Portal web site: <http://www.planningportal.gov.uk/permission/terrace>

3.47 Two Story Extensions or More - Where Planning Permission is Required

Second floor rear extensions that are not Permitted Development are generally discouraged by the council, particularly for preservation of daylight, sunlight and from overlooking to neighbours. The Council will enforce against the construction of unpermitted two story rear extensions.

The council does not anticipate any occasions where a three story or more extension would be permitted to the rear of a house.

3.48 Rear Projections: The roof extensions proposed in this SPD are not meant to apply to rear projections from the original continuous terrace, often giving the house an L-shaped plan. This applies whether they are original rear projections or later extensions. The extended main section should usually provide adequate extra living space. Furthermore, there is a much greater danger of loss of daylight, sunlight and privacy to neighbours, both backing onto the house concerned or either side, if rear projections were extended to 2nd and 3rd floors.

3.49 Extensions to Two Story Rear Projections

Even where additional floors of Type 1, 2 and 3 are permitted on the main house, additional floors on two story rear projections are strongly discouraged. Many houses were originally built with a two story rear projection of less than the full width of the house, leaving a lightwell with windows to the main back room and rooms in the projection facing onto it. Usually these lightwells are shared with one neighbour and the projection shared with the other, as the layout of the house is “handed”. See the diagram below.

3.50 Such extensions would greatly diminish daylight and (depending on which direction they face) sunlight to both the applicant’s ground and first floor windows but also those of the immediate neighbour sharing the lightwell. They will often also reduce day and sunlight to back gardens of the applicant and several neighbours. Overlooking and loss of privacy is another concern.

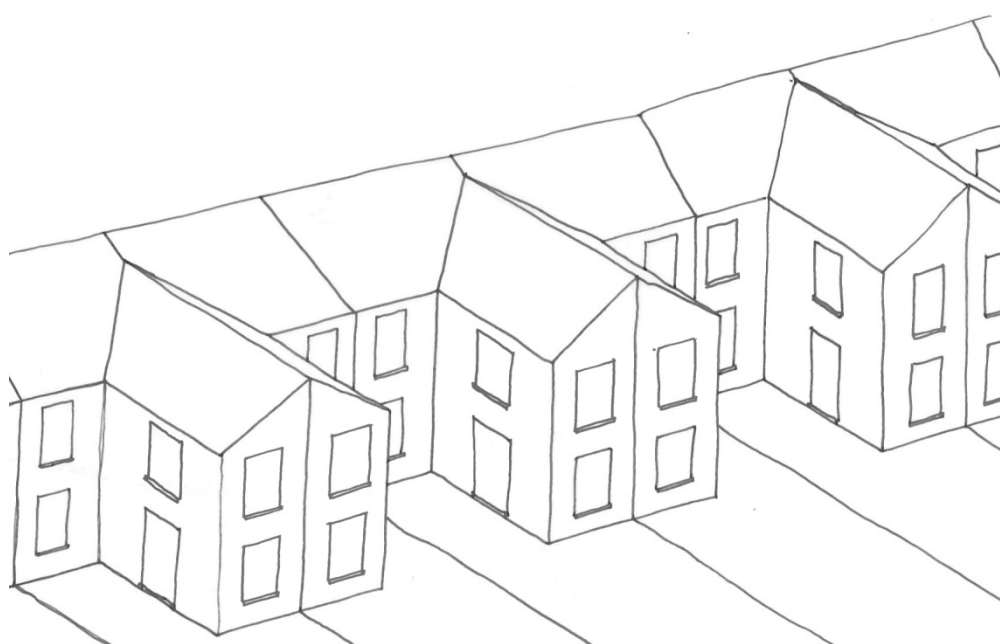


Figure 14 above: typical rear view of “handed” terrace with paired rear projections and paired light wells between them.

Potential applicants can always discuss particularly peculiar circumstances that lead them to consider extra large extensions may be acceptable in a pre-application enquiry; see “References & Contacts”.

Houses converted to flats, bedsits and Homes in Multiple Occupation (HMO)

- 3.51 The Council will not grant planning permission to extend houses that have been converted to flats or Homes in Multiple Occupation (HMOs). Applications for extensions that follow the form described in this document will not be approved for houses already converted to flats or HMOs unless the property is being converted back into a single family dwelling.
- 3.52 Furthermore, it is not the intention that these policies permit the conversion of single family houses to several self contained flats or bedsits. Therefore applications for extensions following the recommendations contained in this document will only be permitted if the property remains a single family dwelling.
- 3.53 To ensure houses enlarged following the principles in this document remain single family dwellings, applications for conversion of properties previously extended will not be approved for a period of 20 years after completion of the last extension. An Informative explaining this will be appended to all planning permissions for houses to be extended in accordance with this SPD. This policy will be reviewed regularly to determine if there is a continuing high demand for large family dwellings in the area.
- 3.54 For the purposes of planning, Houses in Multiple Occupation (HMOs) are defined as “a single dwelling house or self contained flat in a house organised in such a way that it becomes occupied by a number of separate households of 3 or more people that share certain facilities in common”. Following changes to the General Development Order, the government defines a house occupied by over six unrelated adults as a large HMO; this is defined as being in the “sui generis” use class, which means that change of use from a dwelling (or any other classified use) to a large HMO always requires planning permission. Unless the Council takes any action, the planning system cannot prevent use of a single family dwelling by three to six unrelated adults, in other words, as a small HMO unless clear evidence of excessive use of houses for HMOs emerges. Haringey Council considers this evidence exists in much of the east of the Borough, including the South Tottenham area and has made an Article 4 Direction, effective from 1st November 2013. From this date, conversion of dwellings to small HMOs also requires planning permission.
- 3.55 Landlords should be aware of the licensing requirements that also need to be met for use of houses as HMOs.

Sustainable design and construction and renewable energy

- 3.56 In order to reduce the environmental impact of development, and mitigate against the effects of climate change, proposals should fully integrate the principles of sustainable design and construction. Residents are encouraged to incorporate measures to reduce energy consumption and generate carbon-free energy in their homes.

- 3.57 The substantial construction work involved in the extensions described in this document will be required to comply with standards in the current Building Regulations; in most cases a significant improvement on the existing buildings. The Council will encourage residents to exceed these standards. Further details will be included in the forthcoming Sustainable Design and Construction SPD.

4. DEFINED AREA

4.1 For the purposes of this guidance, South Tottenham is defined as the area bounded by Crowland Road to the north, Markfield Recreation Ground and the River Lee to the east, Craven Park Road to the south and Tottenham High Road to the west, excluding the Conservation Area (South Tottenham High Road Conservation Area – no. 27). See the attached map, below.

Streets included in the area

4.2 List of Streets included in the Area to which this policy document applies:

- Crowland Road,
- Ferndale Road,
- Lealand Road,
- Gladesmore Road,
- Fairview Road,
- Craven Park Road,
- Olinda Road,
- Castlewood Road,
- Leadale Road,
- Grovelands Road (excluding odd nos. 25 upwards),
- Riverside Road
- Lockmead Road,
- Elm Park Avenue,
- Wargrave Avenue,
- Wellington Avenue,
- Caxton Avenue,
- Norfolk Avenue,
- Rostrevor Avenue
- Barry Avenue,
- Clifton Gardens,
- Craven Park Court,
- and the short stretch of the east (even) side of Tottenham High Road between Lealand and Ferndale Roads.

Map of the area

4.3 Map of the area: see overleaf.



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5. POLICY CONTEXT

- 5.1 Since adoption in November 2010, the national policy context has been changed with the National Planning Policy Framework (March 2012) replacing all the Planning Policy Statements (PPS) and Planning Policy Guidance (PPG). National government has also significantly changed permitted development rights in 2010 (with particularly relevant changes to homes in multiple occupation) and 2013 (with significant changes to rear extensions).
- 5.2 This SPD will form part of the borough's Local Development Framework (LDF – see Figure 15). The regional policy context has changed as the London Plan (2008) has been replaced with the London Plan 2011. The local policy context has also partly changed with the adoption of the Borough's Local Plan, Strategic Priorities 2013 -2026 (formerly referred to as the Core Strategy, adopted March 2013). The Local Plan Strategic Priorities does not replace all policies in the Unitary Development Plan; some are “saved” and therefore retained here. The Housing SPD remains and has also not been changed.
- 5.3 These are not considered to have required significant changes to the substance of the guidance in the SPD, but the content of this section has been substantially revised to take into account the significantly changed policy context.

National Policy; the National Planning Policy Framework (NPPF)

- 5.4 **Achieving sustainable development:**
Pursuing sustainable development involves seeking positive improvements in the quality of the built, natural and historic environment, as well as in people's quality of life, including (but not limited to):
- ...
 - replacing poor design with better design;
 - improving the conditions in which people live, work, travel and take leisure; and
 - widening the choice of high quality homes.
(paragraph 9)
- 5.5 **Core planning principles:**
Within the overarching roles that the planning system ought to play, a set of core land-use planning principles should underpin both plan-making and decision-taking. These 12 principles are that planning should:
- be genuinely plan-led, empowering local people to shape their surroundings, with succinct local and neighbourhood plans setting out a positive vision for the future of the area. Plans should be kept up-to date, and be based on joint working and co operation to address larger than local issues. They should provide a practical framework within which decisions on planning applications can be made with a high degree of predictability and efficiency;
 - not simply be about scrutiny, but instead be a creative exercise in finding ways to enhance and improve the places in which people live their lives;
 - proactively drive and support sustainable economic development to deliver the homes... that the country needs. Every effort should be made objectively to identify and then meet the housing,.. needs of an area, and respond positively to wider opportunities for growth...;
 - always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings;

- take account of the different roles and character of different areas...;
 - support the transition to a low carbon future in a changing climate, taking full account of flood risk..., and encourage the reuse of existing resources, including conversion of existing buildings...;
 - ...
 - encourage the effective use of land by reusing land that has been previously developed (brownfield land), provided that it is not of high environmental value;
 - ...
- (paragraph 17)

5.6 **Requiring good design:**

The Government attaches great importance to the design of the built environment. Good design is a key aspect of sustainable development, is indivisible from good planning, and should contribute positively to making places better for people.

It is important to plan positively for the achievement of high quality and inclusive design for all development, including individual buildings...

Local and neighbourhood plans should develop robust and comprehensive policies that set out the quality of development that will be expected for the area. Such policies should be based on stated objectives for the future of the area and an understanding and evaluation of its defining characteristics. Planning policies and decisions should aim to ensure that developments:

- will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;
 - ...
 - optimise the potential of the site to accommodate development...;
 - respond to local character and history, and reflect the identity of local surroundings and materials, while not preventing or discouraging appropriate innovation;
 - ...
 - are visually attractive as a result of good architecture and...
- (paragraphs 56-58)

5.7 **Requiring good design:**

Permission should be refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions.

Local planning authorities should not refuse planning permission for buildings or infrastructure which promote high levels of sustainability because of concerns about incompatibility with an existing townscape, if those concerns have been mitigated by good design (...).

Applicants will be expected to work closely with those directly affected by their proposals to evolve designs that take account of the views of the community. Proposals that can demonstrate this in developing the design of the new development should be looked on more favourably.

(paragraphs 64-66)

5.8 **Plan-making – Local plans:**

Early and meaningful engagement and collaboration with neighbourhoods, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that Local Plans, as far as possible, reflect a collective vision and a set of agreed priorities for the sustainable development of the area, including those contained in any neighbourhood plans that have been made.

(paragraph 155).

Regional Policy; the London Plan (2011)

5.9 Regional policy is identified in the Mayor's Spatial Development Strategy, The London Plan, July 2011, which forecasts London's land use and spatial development considerations for the next twenty years. Specific design principles and issues are addressed in the London Plan policies as follows:

5.10 Policy 3.14 Existing Housing

Strategic

A The Mayor will, and boroughs and other stakeholders should, support the maintenance and enhancement of the condition and quality of London's existing homes

...

5.11 Policy 7.1 Building London's Neighbourhoods And Communities

Strategic

A In their neighbourhoods, people should have a good quality environment in an active and supportive local community with the best possible access to services, infrastructure and public transport to wider London. Their neighbourhoods should also provide a character that is easy to understand and relate to.

Planning decisions

D The design of new buildings and the spaces they create should help reinforce or enhance the character, legibility, permeability and accessibility of the neighbourhood.

...

5.12 Policy 7.4 Local Character

Strategic

A Development should have regard to the form, function, and structure of an area, place or street and the scale, mass and orientation of surrounding buildings.... In areas of poor or ill-defined character, development should build on the positive elements that can contribute to establishing an enhanced character for the future function of the area.

Planning decisions

B Buildings, streets and open spaces should provide a high quality design response that:

a has regard to the pattern and grain of the existing spaces and streets in orientation, scale, proportion and mass

...

c is human in scale, ensuring buildings create a positive relationship with street level activity and people feel comfortable with their surroundings

d allows existing buildings and structures that make a positive contribution to the character of a place to influence the future character of the area

e is informed by the surrounding historic environment

- ...
- 5.13 Policy 7.6 Architecture**
- Strategic**
- A Architecture should make a positive contribution to a coherent public realm, streetscape and wider cityscape. It should incorporate the highest quality materials and design appropriate to its context.
- Planning decisions**
- B Buildings and structures should:
- a be of the highest architectural quality
 - b be of a proportion, composition, scale and orientation that enhances, activates and appropriately defines the public realm
 - c comprise details and materials that complement, not necessarily replicate, the local architectural character
 - d not cause unacceptable harm to the amenity of surrounding land and buildings, particularly residential buildings, in relation to privacy, overshadowing, wind and microclimate...
- ...
- i optimise the potential of sites
- 5.14 Further guidance on regional policy can be found in the Mayor's Supplementary Planning Guidance (SPG) and other guides. the Mayor's Housing SPG (adopted November 2012), is of some relevance, but relates mostly to new developments.

Local Policy

- 5.15 Along with the London Plan, Haringey's adopted Local Plan, Strategic Priorities 2013 -2026 (formerly referred to as the Core Strategy, adopted March 2013) and the saved policies from the Unitary Development Plan (UDP 2006) provide the statutory planning policy framework for land-use and development in the borough. The original version of this SPD was produced before the adoption of the Local Plan Strategic Priorities, but the relevant policies from the UDP are all amongst those saved. There are not considered to be any additional policies from the Local Plan Strategic Priorities relevant to this SPD.
- 5.16 This SPD forms part of the borough's LDF (Figure 15: Haringey's Local Development Framework. This Supplementary Planning Document sits alongside other adopted SPDs; in the lower left corner of the above diagram.). It is monitored on an annual basis as part of the Annual Monitoring Report. Specific policies related to residential extensions and alterations are identified as follows.
- 5.17 UDP Policy G2:**
Development and Urban Design – development should be of high quality design and contribute to the character of the local environment.
- 5.18 UDP Policy UD2:**
Sustainable Design and Construction – ensuring design that maximises the potential of the site without causing any unnecessary local or global consequences.
- 5.19 UDP Policy UD3:**
General Principles – encouraging design that responds positively to its context and that is accessible.

- 5.20 **UDP Policy UD4:**
Quality Design – Development should positively address detailed and interrelated elements of design.
- 5.21 **UDP Policy HSG3:**
Protecting Existing Housing.
- 5.22 **Housing Supplementary Planning Document**
Development and Urban Design – development should be of high quality design and contribute to the character of the local environment.

Relationship of this SPD to the Local Development Framework

- 5.23 An SPD is a Local Development Document which forms part of the London Borough of Haringey's Local Development Framework (LDF) as shown in Figure 15. The LDF will replace the Haringey Unitary Development Plan 2005.
- 5.24 The Council's Local Development Scheme, adopted in March 2005, sets out the project plan and timetable for preparing the LDF and identified the completion of a Supplementary Planning Document for residential extensions as a priority for completion in 2010.
- 5.25 The SPD is monitored on an annual basis as part of the Annual Monitoring Report. Each application on residential extensions and alterations will be assessed against the local policies as well as the policies from the London Plan as noted above.

Figure 15: Haringey's Local Development Framework. This Supplementary Planning Document sits alongside other adopted SPDs; in the lower left corner of the above diagram.

Permissions Needed

- 5.26 It is essential to consider whether a proposal to extend or alter a residential property requires permission, and, if so, what type of permissions may be required.
- 5.27 Development can sometimes include certain works that may not require planning permission, for instance small extensions including front porches, works to low boundary walls and fences, small plant and equipment, including for air conditioning, provided not more than 4m off the ground and certain changes of surface material and minor alterations. These types of development are normally referred to as permitted development.
- 5.28 Permitted development rights do not apply to flats, and can be removed by an Article 4 Direction, or by a planning condition, covering specified development. You are, therefore, advised to write to the Planning Service before undertaking any works to your house or flat, giving details of the works proposed, together with a plan showing dimensions in metres and a site location plan. Further advice on whether or not a given work constitutes permitted development can be obtained either from the Planning Service or online from the Government Planning Portal.
- 5.29 Planning permission should not be confused with approval under the Building Regulations. A separate application must be made to the Building Control Service of the Council for the necessary approvals, after planning permission has been obtained. When applying for planning permission it is essential to remember that, in order to ensure that your proposal can be built, it must also comply with the Building Regulations.
- 5.30 Listed Building Consent will be required for any works (both internal and external) to a statutory listed building, even if planning permission is not needed. It is a criminal offence to carry out, or cause to be carried out, works to a listed building without permission.

6. IMPORTANT NOTES

- 6.1 **Existing Permissions** This guidance applies solely to new development, is independent of and does not invalidate any previous planning decision for an extension to a house (but see section 5.25 - 29 above).

Requirement for Permissions

- 6.2 This guidance does not remove the need to obtain Planning Permissions and other permissions required including those most relevant to this area as follows:

6.3 **Listed Building Consent:**

Listed Building Consent will be required for any works (both internal and external) to a statutory listed building, even if planning permission is not needed. It is a criminal offence to carry out, or cause to be carried out, works to a listed building without permission. It is extremely unlikely that an extension following the guidance in this document would be permitted to any of the Listed Buildings in the area. However extensions to properties that would affect the setting of listed buildings would have to be considered in line with established national and local planning policy. This would be considered by the council as part of the normal planning application process.

6.4 **Conservation Areas:**

The area to which this SPD applies deliberately does not include any Conservation Areas, but the whole of the western edge borders the South Tottenham High Road Conservation Area. As with listed buildings, extensions that might affect the setting of the Conservation Area should be considered in the light of this in accordance with relevant national and local policy. The South Tottenham High Road Conservation Area has an adopted Character Appraisal which can be viewed on our website and should be consulted by those considering extensions that might affect its setting. This would be considered by the council as part of the normal planning application process.

6.5 **Building Control Approval:**

Planning permission should not be confused with approval under the Building Regulations. A separate application must be made to the Building Control Service of the Council for the necessary approvals, after planning permission has been obtained. When applying for planning permission it is essential to remember that, in order to ensure that your proposal can be built, it must also comply with the Building Regulations.

6.6 **The Party Wall Act:**

The Party Wall Act contains rules governing extensions and alterations to Party Walls; which are walls that are shared between two adjoining properties. Most terraced houses in South Tottenham are separated from their neighbours by Party Walls. The provisions of the act are governed by statute law and are not the responsibility of the Council, but provides legal protection and redress for neighbours, including that where party walls are extended, surveyors are appointed for both properties at the cost of the extending owner.

6.7 **Construction Works:**

Damage, disruption and inconvenience to the life and property of third parties, including neighbours, are also protected by various laws, but again are not the responsibility of the Council. We would, however, encourage contractors to join

the Considerate Contractors scheme and follow its provisions. Building near a road requires care and effort so that the work is done with speed and up to standard. The Council has regulations on this and a licence is required for the use of skips and building materials as well as a licence for scaffolding and hoarding.

6.8 HMO Licensing:

Properties rented out for a House in Multiple Occupancy (HMO) must have a licence from the Council. A House in Multiple Occupation is any building that is occupied, as a main residence, by more than one household. The Housing Act 2004 makes it an offence to have control of or manage an HMO which requires a licence but is not licensed. It is also an offence if a licence holder fails to comply with the conditions of a licence. The legislation covering licensing can be found in Part 2 of the Housing Act 2004, and in associated orders and regulations. Licences will be granted if the house is or can be made suitable for multiple occupation, the applicant is a fit and proper person and the most appropriate person to hold the licence, the proposed manager has control of the house, and is a fit and proper person to be the manager and the management arrangements are satisfactory. The Council's HMO team consider license applications and carry out inspections of properties.

6.9 HMO Article 4 Direction:

Planning permission is normally only required to change a single family dwelling to an HMO if it is for more than six unrelated adults. However Haringey has made an This Article 4 Direction, to come into effect on 30th November 2013, that removes this permitted development. This means that conversion of a single family dwelling to an HMO occupied by three or more unrelated adult requires planning permission (from 30th November 2013). As explained above, it is not intended that the extensions recommended in this document are for HMOs, and the Council will use its powers in the planning system, including those granted by the Article 4 Direction, to refuse applications for conversion of extended houses to HMOs.

References and Contacts

The Council is always happy to discuss with applicants any proposals for a house or proposed extension.

Potential applicants are advised to seek pre-application advice from a planning officer to discuss their intentions. This can avoid misunderstandings and having to change application documents and drawings after submission. For householder applications (which all relevant applications are), THERE IS NO CHARGE FOR THIS.

Development Management (queries regarding how you can extend your house, pre-application advice and making planning applications);

call on: 020 8489 1478

or email: planningcustomer@haringey.gov.uk

Building Control (queries regarding building works, structural stability, fire safety etc);

call on: 020 8489 5502

or visit the following website:

www.haringey.gov.uk/buildingcontrol

Carbon Management and Sustainability (general queries regarding the SPD and this booklet);

call on: 020 8489 1479

or visit the following website:

http://www.haringey.gov.uk/south_tottenham_house_extensions.htm

7. BIBLIOGRAPHY

The following documents were referred to in the composition of this discussion and consultation document:

- House Extensions in South Tottenham Supplementary Planning Document (SPD) - adopted 17 October 2010 – available at the website: http://www.haringey.gov.uk/south_tottenham_house_extensions.htm
- Analysis of Planning Applications for Extensions in South Tottenham Haringey Council – Housing, Design & Major Projects – Nov. 2012 available on request and on the website
- London Borough of Haringey, South Tottenham House Extensions - Equality Impact Assessment; December 2009 – available at the website: http://www.haringey.gov.uk/south_tottenham_house_extensions.htm
- London Borough of Haringey, South Tottenham House Extensions - First Consultation Analysis; February 2010 – available at the website: http://www.haringey.gov.uk/south_tottenham_house_extensions.htm
- Housing SPD - adopted 14 October 2008 – available at the website: <http://www.haringey.gov.uk/housingspd.htm>
- Haringey's Unitary Development Plan (UDP) – adopted July 2006, policies saved July 2009 – available at the website: <http://www.haringey.gov.uk/udp-2.htm>
- Haringey's Local Development Framework (LDF) – including the Local Plan: Strategic Policies (formerly Core Strategy) – available at the website: http://www.haringey.gov.uk/local_development_framework.htm
- London Borough of Haringey, Local Development Scheme; Second Revision, September 2010 – available at the website: <http://www.haringey.gov.uk/lds.htm>
- Article 4 Direction for Houses in Multiple Occupation - Notice pursuant to Article 5(1) of the making of an Article 4 Direction – available at the website: http://www.haringey.gov.uk/article_4_direction.htm
- The Town and Country Planning (General Permitted Development) Order 1995 and amendments including up to The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2011 – available at the website: http://www.planningportal.gov.uk/permission/responsibilities/planning_permission/permitted
- Statement of The Rt Hon Eric Pickles MP, Secretary of State for Communities and Local Government - 6 September 2012 available at the website: <http://www.communities.gov.uk/statements/corporate/2212914>
- HMSO: 'The Town and Country Planning (General Permitted Development) Order 1995, Statutory Instrument 1995 No. 418, London & all relevant amendments to date!
- Party Wall etc. Act 1996 London: HMSO, 1996.
- The Housing Act 2004 London: HMSO, 2004.

