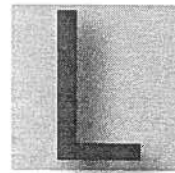
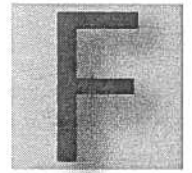
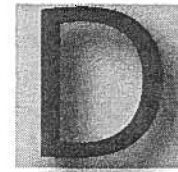


BARNSLEY



Local

Development

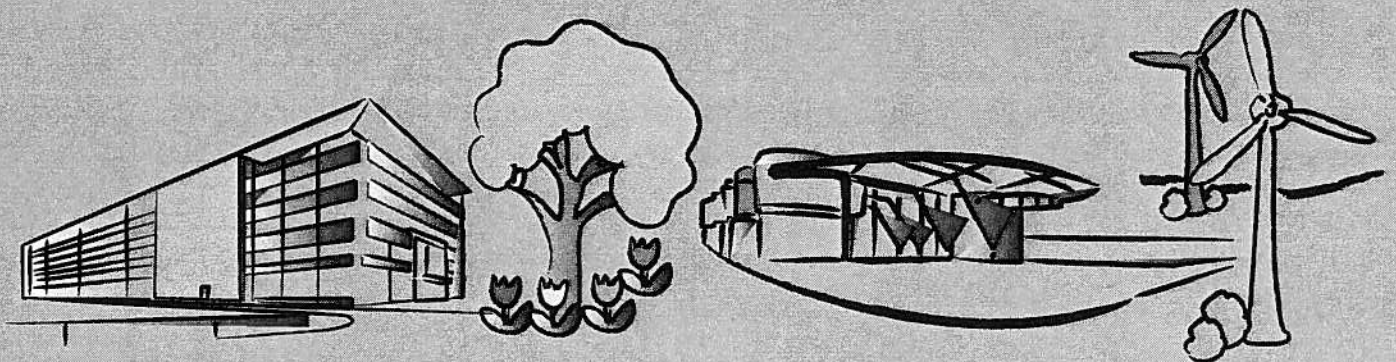


Framework

Supplementary Planning Document

House Extensions

Adopted March 2012



Remaking
Barnsley



BARNSLEY
Metropolitan Borough Council

Contents

	About this guidance	2
1	Introduction	2
2	General principles	3
3	Extension and alterations in the Green Belt	3
4	Permitted development	4
5	Design principles	4
	Building form	5
	Building elements/character	6
	Roof	7
	Materials	8
	The set back	8
	Windows & doors	9
	Levels	9
6	Layout principles	9
	Privacy	10
	Overshadowing	11
	Garden Space	11
	Parking Space	11
	Highway Safety	11
7	Detailed guidance on types of extensions and alterations	12
	Rear Extensions	12
	Front Extensions	13
	Conservatories	15
	Side Extensions	16
	Outbuildings and Annexes	18
	Decking/Raised Platforms	18
	Dormer Windows	18
	Extensions for the Benefit of Disabled Persons	21
8	Other issues/consents	21
	Building regulations	21
	Listed buildings/Conservation areas	21
	Security considerations	22
	Boundaries/private civil matters	22

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

About this guidance

Planning Policy Statement 1 'Delivering Sustainable Communities' (PPS1) indicates that Development Plan Documents form the framework for making decisions on applications for planning permission. Decisions have to be taken in accordance with the development plan unless other material considerations indicate otherwise. Planning Policy Statement 12 'Local Spatial Planning' (PPS12) advises that a planning authority may prepare Supplementary Planning Documents (SPDs) to provide greater detail on the policies in its Development Plan Documents (DPDs) which make up its Local Development Framework (LDF). Supplementary Planning Documents are a 'material' consideration when planning applications are decided.

As required by the Planning and Compulsory Purchase Act 2004 we have prepared a Statement of Community Involvement (SCI) which sets out how we will involve the community in preparing our Local Development Framework and consulting on planning applications. In accordance with the SCI we have involved people who may be interested in this Supplementary Planning Document and asked them for their comments. We have produced a consultation statement which summarises all the comments people made to us and our responses. This is available on request.

1 Introduction

This document supplements Core Strategy Policy CSP 29 which states as follows:

Design Principles:

High quality development will be expected, that respects, takes advantage of and enhances the distinctive features of Barnsley, including:

- **topography, Green Infrastructure assets, important habitats, woodlands and other natural features**
- **views and vistas to key buildings, landmarks, skylines and gateways**
- **heritage, townscape and landscape character including the scale, layout, building styles and materials of the built form particularly in and around:**
 - **Barnsley Town Centre**
 - **Penistone and the rural villages in the west of the borough**
 - **within and adjacent to Conservation Areas**

Development should:

- **contribute to place making and be of a high quality, that contributes to a healthy, safe and sustainable environment**
- **help to transform the character of physical environments that have become run down and are lacking in distinctiveness**
- **enable all people to gain access safely and conveniently, providing, in particular, for the needs of families and children, and of disabled people and older people**

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

- **contribute towards creating attractive, sustainable and successful neighbourhoods**
- **achieve a Building For Life assessment rating of 'good' or equivalent as a minimum, in developments of 10 or more dwellings**

This SPD sets out the design principles that will apply to the consideration of planning applications for house extensions, roof alterations, outbuildings & other domestic alterations in particular. The following should be noted:

- The definition of "house" in the document includes bungalows, but excludes apartments or maisonettes.
- This SPD also applies to houses that are located in Conservation Areas and the Green Belt as well as any houses that are listed buildings, however, due to the special characteristics of these areas, more stringent controls may need to be applied (see below)

2 General principles

Proposals for house extensions, roof alterations, outbuildings and other domestic alterations should:

1. be of a scale and design which harmonises with the existing building
2. not adversely affect the amenity of neighbouring properties
3. maintain the character of the street scene and
4. not interfere with highway safety.

3 Extension and alterations in the Green Belt

Within the Green Belt, extensions, roof alterations, outbuildings and other domestic alterations will be considered against the general principles above and the following criteria:

1. The total size of the proposed and previous extension should not exceed the size of the original dwelling
2. The original dwelling must form the dominant visual feature of the dwelling as extended

Domestic outbuildings within the curtilage of the dwelling will be treated as part of the dwelling or an extension to it, except for the purposes of calculating the original size of the dwelling.

Where an extension is approved it may be necessary to remove permitted development rights for houses in the Green Belt to ensure that the total size of proposed and previous extensions would not exceed the size of the original dwelling.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

4 Permitted development

Planning permission is not always required to extend/alter a dwelling house. This will depend on a number of factors for example the size and location of the proposal, whether any extensions have been undertaken previously and what materials are to be used. Advice in respect of permitted development is not given out over the phone but you can request a Householder Development Enquiry Form or download a copy from the website.

<http://www.barnsley.gov.uk/planning-development-management>

A written response will be sent and you are advised to keep this for future reference.

5 Design principles

It is important that any extension is designed to be in keeping with your property and the character of your neighbourhood, therefore, before designing the extension, examine the character and details of your house.

Figure 5.1 Respectful and unsympathetic ways to extend



Unsympathetic additions, as shown on the right in Figure 5.1, destroy the character of the house. In this case, the garage door is forward of the house and becomes unnecessarily dominant, the flat roof is a weak building form and many original features have been lost. Extending walls and roofs without any break lines can spoil the balance and proportions of the original, as well as emphasising the problems of physically joining old and new.

The left-hand semi in Figure 5.1 has been extended more respectfully. The addition is clearly expressed, by means of a vertical break, or set-back, and the original identity of the house is retained.

An extension will tend to be more successful if you follow the following guidelines:

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Building form

The extension should not normally be as large as the existing house. For example, as in Figure 5.2, a three storey extension to a two storey house, is likely to spoil the balance and character of the original and be detrimental to the street scene

Figure 5.2 Imbalance



Figure 5.3 Better balance



Wherever possible, extensions should be set back from the front wall of the main house, allowing a corresponding lowering of the roof line and lessening the awkwardness of the junction with the existing. See Figure 5.3

Extensions which radically alter the shape of a house are not acceptable. For example:-

Figures 5.4, 5.5 & 5.6 Extensions - Unsightly Building Form

Figure 5.4



Figure 5.5



Figure 5.6



Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

The flat roof in Figure 5.4 is an ugly and inferior form of construction, and is visually and physically at odds with the pitched roof. The unequal roof pitch created by the extension in Figure 5.5 unbalances the whole elevation, whilst the proportions and roof pitch of the extension shown in Figure 5.6 are incompatible with the original.

Figure 5.7 illustrates a more logical and sympathetic way of extending a house whose gable faces the street. The extension is set back to allow the original house form to be expressed.

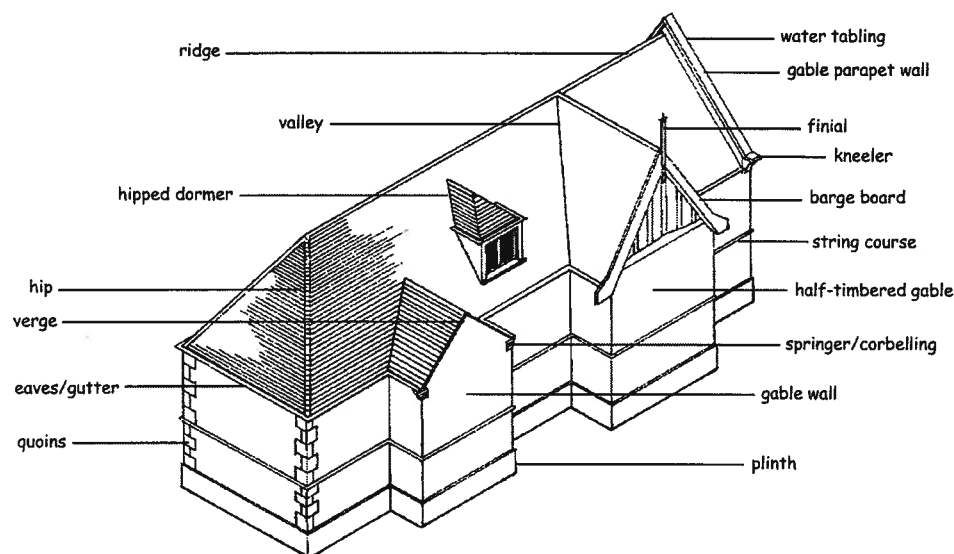
Figure 5.7 A more satisfactory form



Building elements/character

Figure 5.8 is a building composite which shows the principal external components of a domestic building. Many of the features and details, though traditional, will still be found on your building, even in modern guise. They determine the style and character of your house and should not be ignored in the successful design of your extension.

Figure 5.8 Building elements



Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Roof

The roof, style pitch and detailing should match those of the existing dwelling, particularly where the extension will be prominent within the street scene or extend on parallel lines at a smaller scale.

The single storey extension roof forms shown in Figures 5.9 and 5.10 are precise replicas of the main house. The set-back helps to scale them down proportionally. The lean-to extension in Figure 5.11, again set back, is a good option to Figure 5.9, where overshadowing a neighbour's property might be an issue.

Figure 5.9

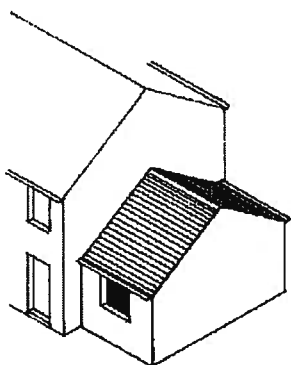


Figure 5.10

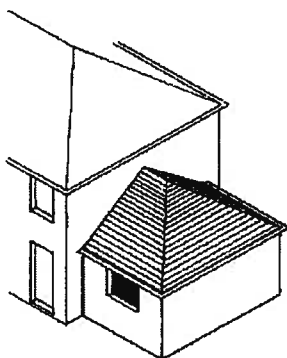
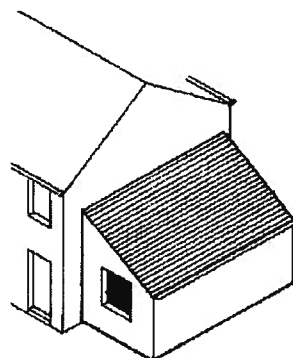


Figure 5.11



Two storey extensions, as shown in Figures 5.12 and 5.13, should follow the same principles as recommended for single storey extensions.

Figure 5.12

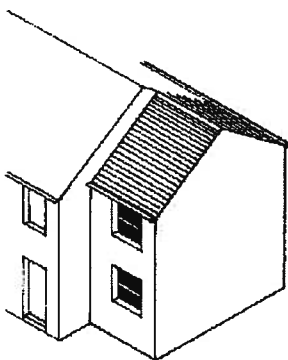
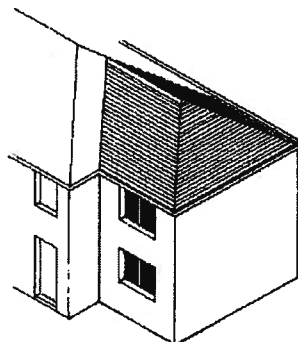


Figure 5.13



Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Materials

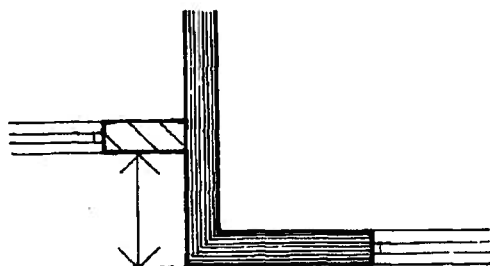
Materials should normally be of the same size, colour and texture to the existing house or as close a match as possible. Often these materials and finishes cannot be exactly matched. This is when the set-back becomes a very important feature, not just as a means of articulating the extension but also to help reduce the unsightliness of bonding the old and new facing materials.

The set back

An extension should appear as an extension and particularly in the case of two storey side extensions a small 'set back' of the extension from the main wall will be required. This will ensure that the extension appears subordinate and will help reduce the terracing effect that may arise where several dwellings have been extended. The inclusion of a set back also avoids the unsightly bonding of old and new materials.

The set-back itself should be a minimum of 500mm, and preferably allow the extension to line with a vertical brick joint. Figure 5.14 shows the 500mm set-back. This figure might increase slightly where the building is constructed in artificial or regular squared and coursed stone.

Figure 5.14 Set back



There will be other considerations which may vary the depth of the set-back. For example where the main house has barge boards, the extension will need to be set back sufficiently to allow its fascia to miss the barge board return, as in Figure 5.15.

Similar consideration will need to be given when matching up with corbelled eaves, etc. Also, if the main building has quoins, whether in brick or stone, the set-back should be deep enough for the largest quoin to be expressed, as in Figure 5.16.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Figure 5.15

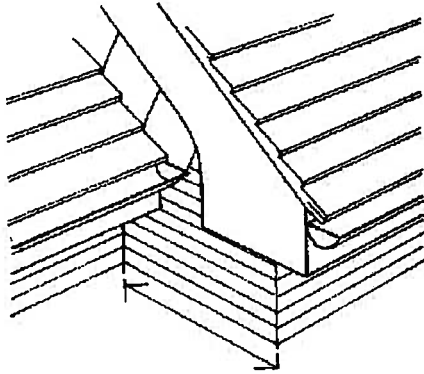
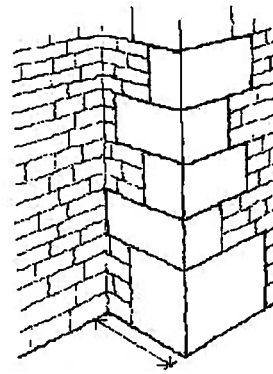


Figure 5.16



Before embarking on your extension, it will pay to examine the details of your house to help anticipate these design and detail considerations.

Windows & doors

Windows and doors should generally repeat the proportion and style of the existing dwelling, lining through with existing openings and using matching design details. This should also include the heads, sills and other opening surrounds.

Traditionally, older houses have window openings with a vertical emphasis and it is important to retain these proportions in the new openings as well as in the divisions within the window frames themselves.

Building Regulations require that, for fire escape purposes, each room shall have an opening window whose minimum area is 0.330 sq. metres with one dimension of at least 450mm. Bathroom and landing windows are exempt.

Levels

Where the height of development proposed differs significantly from that in the area, developers may be asked to provide elevation drawings showing the relationship between the proposed and existing development in terms of streetscape.

6 Layout principles

As well as seeking an extension designed in keeping with your existing house, you must also ensure your proposals do not harm the character of the area in general or the levels of amenity that your neighbours might reasonably expect to be maintained. An extension will tend to be more acceptable if you follow these guidelines.

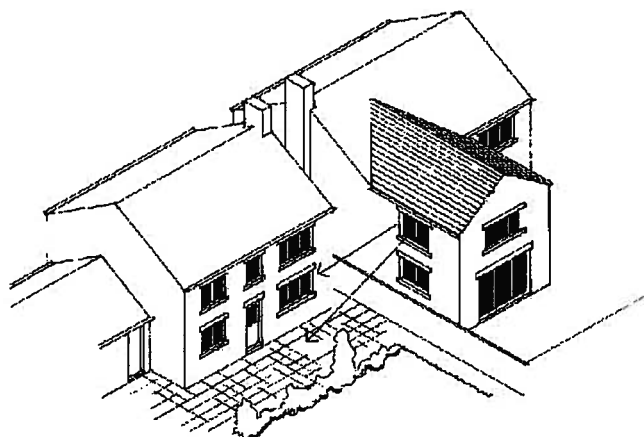
Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Privacy

Extensions should be designed so that they do not result in significant overlooking of habitable room windows to nearby houses or private gardens. Privacy problems might be overcome by using a combination of obscure glazing, high level windows, screen fencing or rooflights, but are better avoided altogether.

Figure 6.1 illustrates a situation which is unacceptable, and Planning Permission and Building Regulations approval are unlikely to be given for an extension such as this, where the window opening to a habitable room in the side elevation directly overlooks the neighbour's rear window and garden.

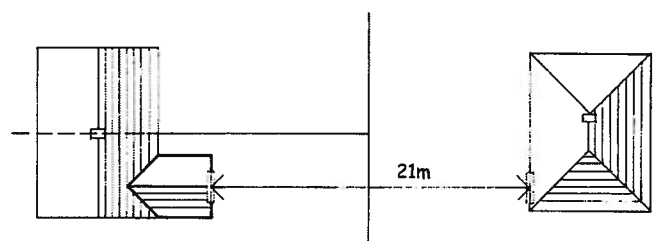
Figure 6.1 Overlooking



A boundary fence may act as an effective screen to a single storey extension and could reduce overlooking from a side window.

As a general guide, windows to habitable rooms on an extended property should not be less than 21 metres from any other properties with habitable room windows, to ensure reasonable privacy to you and your neighbours. Figure 6.2 demonstrates.

Figure 6.2



Habitable rooms should be taken to include: lounge/living room, dining room, kitchen, bedroom and study. A distance of 12 metres should be maintained to a blank gable wall and a distance of 10m should normally be provided between rear-facing windows in the first floor (and above) and the rear boundary.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Overshadowing

The position of an extension in relation to a neighbouring property and to the path of the sun can influence the level of daylight and sunlight received by that property. Extensions should not overshadow neighbouring properties or their gardens to an unreasonable degree. Extensions directly to the south and to the south east and south west of a neighbouring dwelling will generally have a greater impact than those located to the north, east or west.

The Council will seek to protect principal habitable room windows on the front and rear elevations of the adjacent property, but not secondary windows, i.e. halls, stairs, utility rooms, toilets and bathrooms including en-suites, particularly those on side elevations of adjacent dwellings.

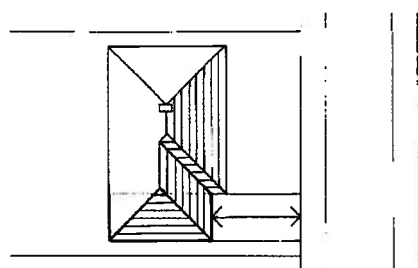
Garden Space

Extensions and outbuildings should not take up a disproportionate amount of private rear garden space and as a general principle should allow the retention of at least half the garden area. Account should be taken of existing trees and their future requirements for growth.

Parking Space

An extension or outbuilding which incorporates a garage door should have a minimum distance of 6m between the garage door and the highway (see Figure 6.3).

Figure 6.3



Extensions or outbuildings which prevent the parking of at least 1 private car within the curtilage of a dwelling will not normally be acceptable if highway safety problems would result. The use of front gardens for parking can be visually intrusive unless very careful attention is given to boundary treatment and surfacing.

Highway Safety

Extensions or garages should not be constructed in positions where they interfere with highway sight lines and should ensure that they maintain/provide an access with adequate visibility for drivers entering the highway.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

7 Detailed guidance on types of extensions and alterations

Rear Extensions

Usually, the problem of overshadowing and loss of outlook arises as a result of rear extensions. The single storey rear extension shown in Figure 7.1 is not acceptable because it has an adverse, overshadowing effect on the adjoining property whilst the two storey extension in Figure 7.2 has an even greater impact and would not be permitted.

Figure 7.1

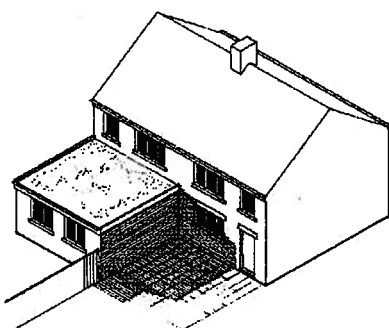
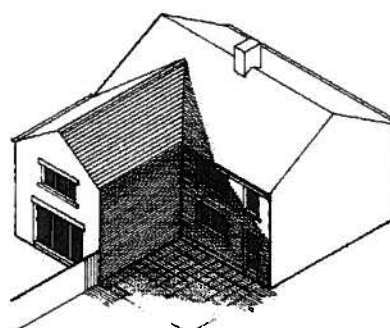


Figure 7.2



Single Storey

To combat the problems of loss of light, as well as loss of privacy and outlook, the size and projection of rear extensions need to be strictly controlled.

Single storey extensions to the rear of terraced houses should not exceed 3.5 metres in projection and where they exceed 3m in length the eaves height should not exceed 2.5m. On semi-detached dwellings an extension should not project more than 4m and again, the eaves height should not exceed 2.5m where the extension would project beyond 3m.

Two Storey

Two-storey rear extensions will be considered on the basis of the extent of overshadowing, loss of privacy and outlook. Two-storey extensions to terraces and semi-detached properties which abut a party boundary and adversely affect main windows will not normally be allowed. Two-storey rear extensions to semi-detached houses should, therefore, generally be designed with a rear projection of less than 3.5 metres and for terraced houses 2.5 metres. Larger extensions may be acceptable in certain circumstances -for instance: where the neighbouring house has been extended; or where there is a strong boundary treatment, such as a high wall or an outbuilding or garage built close to the boundary. Similarly, there may be circumstances where only smaller extensions are acceptable -for instance: on sloping sites or where neighbouring houses are already overshadowed.

Extensions to the rear of detached houses will be considered on their design merits where no adjacent properties are affected.

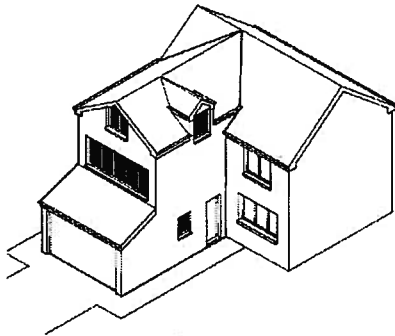
Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Front Extensions

The front elevation of a building is the most important for its contribution to the street scene. Generally, therefore, such extensions need to be of a high standard of design and will not be considered acceptable where they detract from the quality of the existing dwelling or character of the street scene or cause overshadowing to neighbouring dwellings. Large extensions and conservatories are likely to appear particularly intrusive and will not normally be acceptable.

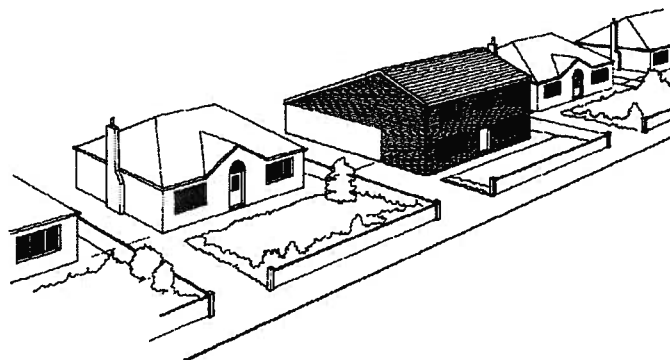
The front extension in Figure 7.3 would not be acceptable. It alters the character of the original by overwhelming it in an unsympathetic manner. For example, the front door has been removed from the main elevation, and the garage door given excessive prominence.

Figure 7.3



In Figure 7.4, the forward extension, which changes a hipped-roof bungalow into a gable-roofed two storey dwelling, has broken the common roof ridge line and clumsily interrupted the harmonious pattern and continuity of the street scene, to its detriment. Again this is unacceptable.

Figure 7.4

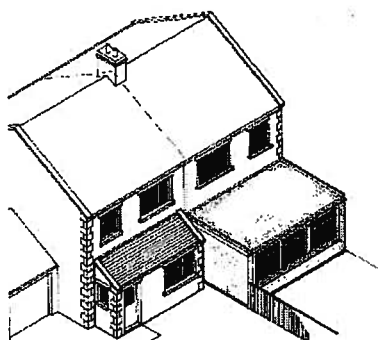


Extensions at the front of individually-designed, detached houses, which are set back from the highway or set on staggered building lines, may, in certain circumstances, be acceptable. However, the extension must complement the original house and not adversely affect any adjacent property or the street scene.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Modest single storey front extensions, which are in keeping with the style of the existing house, may be allowed. For example, the left-hand semi shown in Figure 7.5 with a small extension to form a porch and provide some extra space in the front living room, would be acceptable because it is sufficiently discreet and adopts the form and features of the original. But the right-hand semi in Figure 7.5, with a larger extension, made more prominent by the alien form of the flat roof and conservatory-like front, is unacceptable.

Figure 7.5



Porches and Canopies

Porches which fulfil their traditional function of providing shelter for the front door are normally acceptable as long as they respect the design and external finishes of the original dwelling. Figures 7.6 & 7.7 show examples of simple porches and canopies which fit in with the existing house style.

Figure 7.6



Figure 7.7

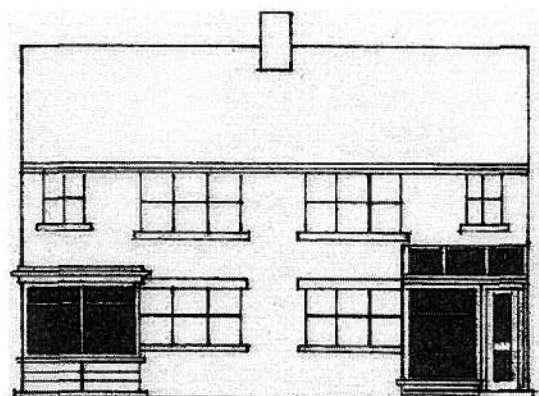


Whilst the joint porch shown in Figure 7.6 maintains the symmetry and balance of the pair of semis, it is preferable, but not always essential, to have the front door on the front of a porch. Sometimes to give it more shelter, or perhaps a better relationship with the approach path the front door needs to be set on the side of the porch. When this is the case, careful attention needs to be given to the porch windows on the front to ensure the style and rhythm of the existing fenestration is maintained.

Porches which have flat or low-pitched roofs, or resemble small conservatories in appearance, as in Figure 7.8, will not normally be permitted.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

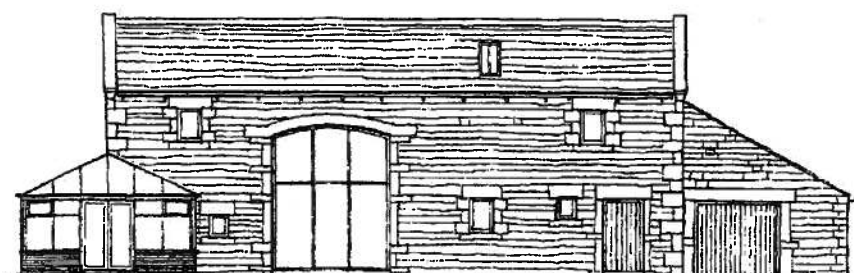
Figure 7.8



Conservatories

Conservatories are likely to appear particularly intrusive on front elevations and will not normally be acceptable. The conservatory shown in Figure 7.9 attached to this converted barn a building not originally designed as a dwelling is particularly inappropriate and must be avoided.

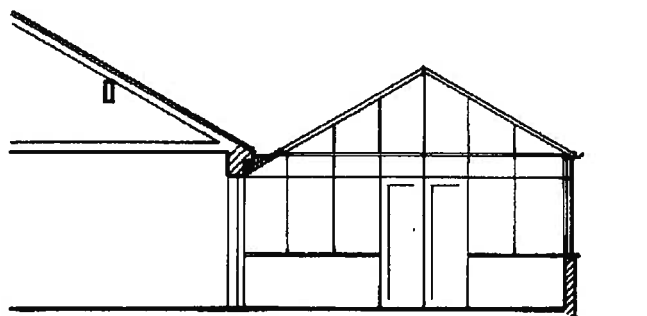
Figure 7.9



Where a conservatory abuts a bungalow, because of the level of the eaves it is often very difficult to construct a satisfactory roof slope, without resorting a roof form such as is shown in section in Figure 7.10. This creates an awkward relationship between bungalow and conservatory, as well as a roof junction requiring a valley gutter, which is difficult to access and may give rise to maintenance problems in the long term. It also causes the conservatory to appear unnecessarily high and dominant.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Figure 7.10



Where located at the rear, conservatories will also be assessed against the guidance set out in relation to single storey rear extensions (particularly in terms of projection).

Side Extensions

Single Storey Side Extensions

The design of a single storey side extension should reflect the design of the existing dwelling in terms of roof style, pitch materials and detailing and should not have an excessive sideways projection (i.e. more than two thirds the width of the original dwelling). In Figure 7.11 both the gabled roof shown on the left hand side and the hipped roof on the right reflect the form and pitch of the main roof. A lean-to roof (not shown) is a more traditional form and could be used as an option against a gable wall to reduce the impact on a neighbouring property.

Figure 7.11



Habitable rooms in the roof space of single storey side extensions will not normally be permitted, particularly where the eaves height would be increased (leaving a number of courses of brick work between the top of the fenestration and the bottom of the eaves) and/or dormer windows would be introduced.

On corner plots the sideways projection of a single storey side extension should not exceed more than half the width of the existing gap between the original dwelling and the side boundary.

Two Storey Side and First Floor Side Extensions

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Terraced housing is a perfectly acceptable form of building design. However, linking or closing the gap between semis or detached houses as in Figure 7.12 to give the effect of a terrace, is a detrimental change to the character of the street scene and must be avoided.

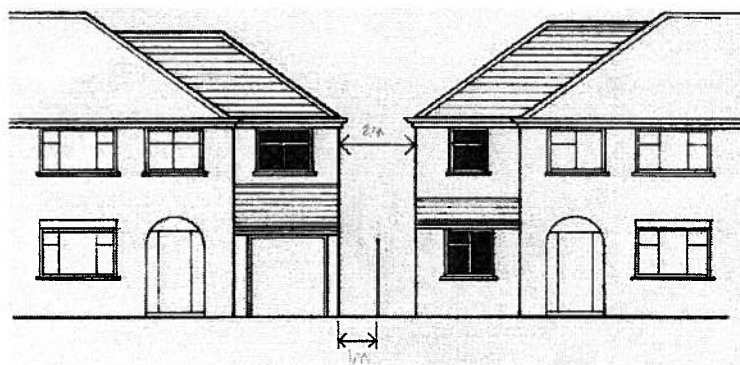
Figure 7.12



All two-storey side extensions should therefore have a pitched roof following the form of the existing roof. To prevent a terracing effect and to avoid detrimental changes to the character of the street scene, it will be desirable to provide a setback of at least 500mm from the main front wall of the dwelling. A setback from the front elevation allows for a vertical break in the roof plane and a lowering of the ridge line.

In addition to the set-back from the front, where practicable, a side extension should also be set in by one metre from the side boundary with an adjacent property, to further avoid the terracing effect (Figure 7.13). This also gives the benefit of external access to the rear of the property.

Figure 7.13



The sideways projection of a two storey side extension should not exceed more than two thirds the width of the original dwelling. Where located on a corner plot the sideways projection should not exceed more than half the width of the gap between the side elevation of the original dwellings and the side boundary (unless the gap exceeded more than two thirds the width of the original dwelling).

In addition, on a corner plot where the rear elevation of the dwelling is clearly visible, a set back of 500mm will also be required at the rear to ensure the extension remains subordinate and to avoid the unsightly bonding of old and new materials.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Outbuildings and Annexes

Detached garages should relate sympathetically to the main dwelling in style, proportions and external finishes. In most cases, it will not be appropriate for a garage to be sited between the house and the road.

Detached garages should be single storey structures and the eaves height should not normally exceed 2.5m from ground level. It is not considered appropriate for detached garages to include dormer windows as a way of accommodating rooms in the roof space but in some circumstances (e.g. where the garage is set within a large curtilage) it may be possible to utilise the roof space for ancillary accommodation/storage but not as an annex/granny annex. Where the privacy of neighbouring residents would not be compromised it may therefore be possible to install roof lights.

An annex building, often referred to as a 'Granny Annex' may be permitted in a rear garden where it would not occupy a disproportionate amount of the garden and would not have its own separate access or garden area. An annex should normally have a close physical relationship with the host dwelling, be single storey and in all circumstances it should only have 1 bedroom and no more than 3 rooms in total.

Decking/Raised Platforms

Decking and raised platforms are commonly used where the rear garden is below the floor area of the dwelling in order to allow improved access to the rear garden and to provide a convenient outdoor amenity area on the same level as the dwelling. Decking and raised platforms are also used in other circumstances but can often give rise to increased overlooking of neighbouring dwellings and particularly their gardens.

In view of this, decking and raised platforms will only be allowed where the privacy of neighbouring residents is not detrimentally affected by significantly increased overlooking (e.g. where the decking is located away from the boundary and where there is sufficient permanent screening, such as a high boundary wall or an outbuilding in an adjacent garden). In addition, decking and raised platforms should not have a significantly detrimental impact on visual amenity and for this reason decking will not be allowed where it is prominently located and can be easily viewed from public vantage points.

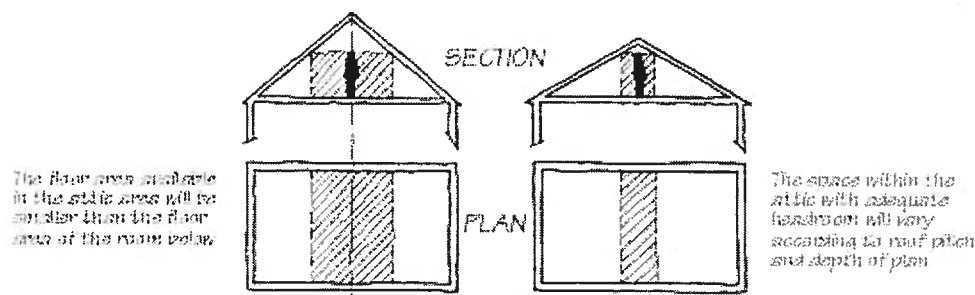
In some circumstances, to reduce overlooking, it may be possible to include screening such as fencing with an application for decking or a raised platform but any screening should not result in significant overshadowing or loss of outlook from neighbouring dwellings or have a detrimental impact on visual amenity or the character of the dwelling.

Dormer Windows

When considering whether to install a dormer window you should assess whether there is adequate space within the attic to accommodate a room(s) with adequate headroom without requiring a dormer extension that will dominate the roof (Figure 7.14). In general, providing that the roof pitch allows adequate height, a space approximately half the area of the floor below can be created.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Figure 7.14



Style

The design of the dormer window should reflect the character of the area, the surrounding buildings and the age and appearance of the existing building.

Vertically proportioned dormer windows with pitched roofs are traditionally found in the Barnsley area (Figure 7.15).

Figure 7.15

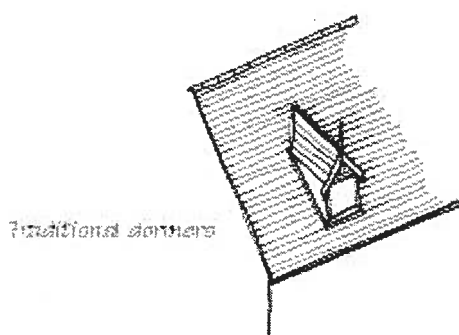
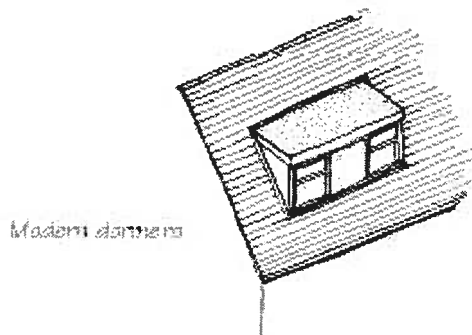


Figure 7.16



Flat roof dormers which tend to be larger and have horizontal emphasis can be seen in more recent housing developments. These have proved to be more expensive to maintain and prone to failure (Figure 7.16). Flat roof dormers are considered aesthetically inferior and are not normally acceptable.

Consequently, pitched roof dormers are generally considered more appropriate for both aesthetic and practical reasons.

Location

To assess whether a dormer on the front or principle elevation will be appropriate, the roofs of the surrounding buildings should be examined. Unless the street is characterised by dormers on the frontage, or these are a feature of the area/street/terrace, dormer windows should be located on the rear or secondary elevations.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Positioning and relationship to other windows

The positioning of the dormer on the roof will have an impact on both the house and its neighbours.

Figure 7.17



So as not to dominate existing roof lines and retain its original form, dormers should be set within the roof plane (see Figure 7.17) and not be built off an external wall. The guidelines below should therefore be followed:-

- The dormer should sit within the roof plane and the top of the dormer should usually be below the ridge (A)
- Dormers and roof lights should be set back from the eaves (B) and gable by at least 0.5m (C)
- They should be at least 0.5m away from the party walls with adjacent properties. (D)

Where there are existing dormers in the same roof plane, for instance in a terrace, new dormers should line up horizontally.

It is also important that dormers and roof lights reflect the pattern of existing window openings. They should be positioned to line through vertically with the window openings below.

Materials

- Roofing materials for pitched roof dormers should match the main roofing material
- Unless glazed, the sides (or cheeks) of the dormer should be the same or similar in appearance, particularly in colour to the main roofing material
- Cladding to the front of the dormer should be minimised
- Glazing on windows on the side elevation must be obscure

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Extensions for the Benefit of Disabled Persons

There is an exemption from planning fees for applications that shall be used solely for the benefit of the disabled person. This is interpreted as necessary adaptations, such as a downstairs bedroom or toilet/shower room.

The majority of these applications are as a result of the person being assessed by the Council's Aids and Adaptations Unit, and that assessment, with a recommendation of needs, is passed to the Council's Grants Agency, who then evaluate that person's suitability for a Disabled Facilities Grant (DFG) if the person is a homeowner. Council Tenants would be passed on to Berneslai Homes for suitability checks.

If you are intending to submit an application on behalf of a disabled person, it may be worthwhile taking the following, used when assessing the suitability for DFG works by the Grants Agency, as a guide for the nature and type of the extension.

- Single Bedroom 8.4 square metres
- Double Bedroom 10.2 square metres
- Bathrooms (Level Access Shower, Toilet and Wash Basin) 5 square metres

All the above are internal floor area measurements. This is a minimum figure and may vary, for example, if a wheelchair turning area or hoist is required.

8 Other issues/consents

Building regulations

Even when planning permission is not required, it is almost always necessary to obtain approval under Building Regulations. Building Control is concerned with ensuring any alterations/extension of your dwelling is undertaken in a safe and satisfactory manner. Please be aware that, under some circumstances, compliance with Building Regulations may well impact upon the overall design of an extension or alteration to a property, which may conflict with the planning design guidance given within this document. For further information please Tel: 01226 772678.

Good neighbourliness and fairness are among the yardsticks against which your proposals will be measured. You are strongly advised to discuss your plans with your neighbours before submitting your application. Your nearest neighbours, usually at least the properties either side of you will be notified of your proposals by the council and invited to make comments. Their views will be taken into account by the council in reaching a decision. If you are thinking of extending your house, think about what this may mean to your neighbour as well.

Listed buildings/Conservation areas

If your property is a Listed Building or is located within a Conservation Area, special policies and restrictions will apply. In such a case, it is advisable to discuss your proposal at the earliest opportunity with the Conservation Officer on 01226 772576.

Supplementary Planning Documents: House Extensions, Roof Alterations, Outbuildings and Other Domestic Alterations

Security considerations

The most vulnerable areas for domestic properties are the sides and the rear. This is where extensions are often built and if not constructed to the appropriate standards they can become a security risk. The design of single storey extensions in particular should be carefully considered from a security point of view. Flat roofs can compromise the security of a property by allowing access to first floor windows.

Further information on security considerations can be sought from the local Police Crime Reduction Officer on 01226 763017.

Boundaries/private civil matters

When an extension or even a separate garage is built up to the property boundary, this may involve foundations or guttering encroachment over the boundary. This may not be acceptable to your neighbour and means that you cannot build the extension without your neighbour's consent even if planning permission is granted. Alternatively, set the extension away from the boundary to avoid encroachment. If an extension is built on or close to the boundary, access from your neighbours' property may be needed to build your extension and maintain it in the future. This would be a private legal matter between you and your neighbour and emphasises the need to discuss your proposals with your neighbour before submitting an application.

Even when planning permission is granted, this does not affect your neighbour's rights under civil law to prevent the work from being carried out if it involves development on their land.

An explanatory booklet entitled 'The Party Wall etc. Act 1996' published by the Department for Communities and Local Government (DCLG), provides full information on your rights and duties under the Act and can be accessed using the following link:

<http://www.communities.gov.uk/documents/planningandbuilding/pdf/133214.pdf>

If your extension or outbuilding is designed to be built up to a boundary with the highway (a footpath, road or verge) then encroachment of foundations or guttering over the boundary will not be acceptable and must be redesigned so that there is no encroachment.

If you need help understanding this document please contact us on 01226 772606

Nëse j'u nevojitet ndihmë për të kuptuar këtë dokument, j'u lutemi n'a kontaktoni.

若您需要幫助來理解本檔，請與我們聯繫。

यदि आप को इस दस्तावेज़ को समझने के लिए सहायता की आवश्यकता है तो कृपया हम से संपर्क करें

Jeżeli potrzebujesz pomocy w zrozumieniu tego dokumentu skontaktuj się z nami

ਜੇਕਰ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਮਦਦ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰੋ

Обратитесь к нам, если для того, чтобы понять этот документ, вам нужна помощь

اگر آپ کو اس دستاویز کو سمجھنے کے لئے مدد کی ضرورت ہے تو براہ کرم ہم سے رابطہ کریں