Lewisham local plan

Alterations and Extensions

Supplementary planning document

Adopted April 2019

Foreword

The Council is committed to supporting development that allows everyone in Lewisham the opportunity to make the most of their property in a positive way, not just for them but for their neighbours and the community as a whole.

Currently there is great local interest in the *don't move - improve* approach and the Council wishes to help residents stay in their properties by accommodating their changing needs.

Well designed extensions and alterations can increase the amount and quality of accommodation and enhance the appearance of buildings. The improvement and conversion of existing buildings also makes effective use of urban land and makes good environmental sense.

Poorly considered proposals can cause harm to the amenities and characteristics of our borough. Through carefully considered alterations and extensions, we have the potential to improve and enhance our community to make Lewisham the best place to live, work and learn in London.

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Top left: A House of Two Halves, NimTim Architects | Elyse Kennedy (photography)

Top right: Catriona Rowbotham Architecture

Bottom left: Arbour House, NimTim Architects | Elyse Kennedy (photography)

Bottom right: Lambeth Marsh House, Fraher Architects | Jack Hobhouse (photography)

1 Introduction

Tyrwhitt Road, Brockley Conservation Area, Lewisham
Red Squirrel Architects

1.1 Introduction

1.1.1 This section outlines the purpose of the design guide and the value of good design. It explains how to use the document, its structure and the design process that should be undertaken by all applicants.

1.2 What is a supplementary planning document (SPD)?

1.2.1 A supplementary planning document (SPD) provides advice and guidance on the implementation of policies and proposals contained in Lewisham's Local Plan.v

1.2.2 SPDs are prepared in line with the National Planning Policy Framework and Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

1.3 Why have an SPD on Alterations and Extensions?

1.3.1 We want to ensure that the highest design quality is achieved in residential extensions and alterations within the Borough of Lewisham. To create a high quality proposal the design process must be carefully considered from the outset.

1.3.2 The guidance given within this document seeks to strengthen the design process and ensure that alterations and extensions meet the highest design standards as required by planning policy. The urban grain varies greatly throughout the Borough, with remnants of historic development (particularly in the north) surviving to the modern day. Designs therefore need to be well thought out and sensitive to their context; particularly in the many conservation areas that are much celebrated in Lewisham.

1.3.3 The guidance addresses many types of houses, roofs and buildings. However, there will always be schemes which fall outside the context this document. In those instances a reasonable and pragmatic approach will be taken. The Council is supportive of innovative and creative solutions that demonstrate the necessary high quality of design and detailing.

1.3.4 This SPD aims to:

Encourage high quality design

- The Council encourages the highest quality of design in all cases. In this SPD we have set out parameters as a means of assisting you to achieve an 'acceptable' standard of design. It is then down to your architect or agent to design a scheme using those parameters. They should consider carefully the proportions, scale, height, fenestration and materials of any extension and how well the extension sits in relation to the host property.

Help you to prepare a successful planning application

- By following the advice in this document, you should be able to engage in a clear design process that will help you to achieve a positive planning decision. In order to achieve this, we have tried to highlight likely issues and things to consider when preparing your proposal.

1 Introduction

1.4 Who is it for?

1.4.1 This design guide is intended to be a design manual and a working tool. It is intended for frequent reference and will be essential for all charged with preparing or assessing the quality of planning applications for residential alterations and extensions.

1.4.2 The design guide should be read by:

- Householders.
- Design professionals, in drawing up proposals.
- Development management officers, as a material consideration in assessing the suitability of applications.
- Statutory and non-statutory consultees and the public in commenting on planning applications.
- The Council, in determining planning applications and in upholding decisions at planning appeals.

1.4.3 Compliance with the design guide will help speed up the planning process by reducing the chance of objections due to poor design.

1.5 Structure of the SPD

1.5.1 The document is split into six sections covering what to consider as part of the planning process and general principles to more detailed guidance on differing types of extensions and alterations.

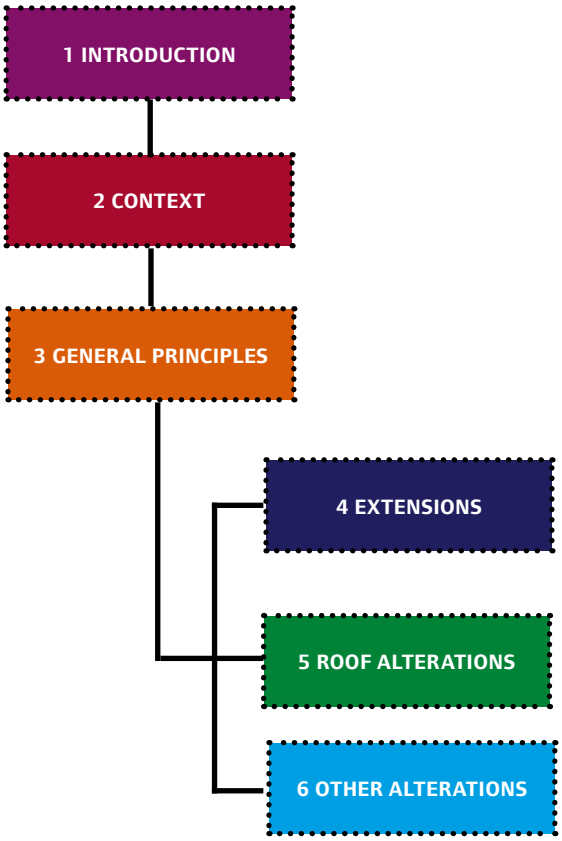


Fig 1.1: Structure of document

1.5.2 All applicants should familiarise themselves with Sections 1 to 3 of the document which provides general guidance relevant to all applications. Applicants are then directed to more detailed guidance relevant to their specific type of application. This avoids applicants having to consider guidance which is not relevant to their alteration type.

1.5.3 Within the detailed guidance Sections 4 to 6 are laid out consistently for ease of use.

1.5.4 Principles are bulleted on each page to make it easier for applicants to understand what is required from them.

1.5.5 For applications within conservation areas, additional guidance is provided within highlighted boxes.

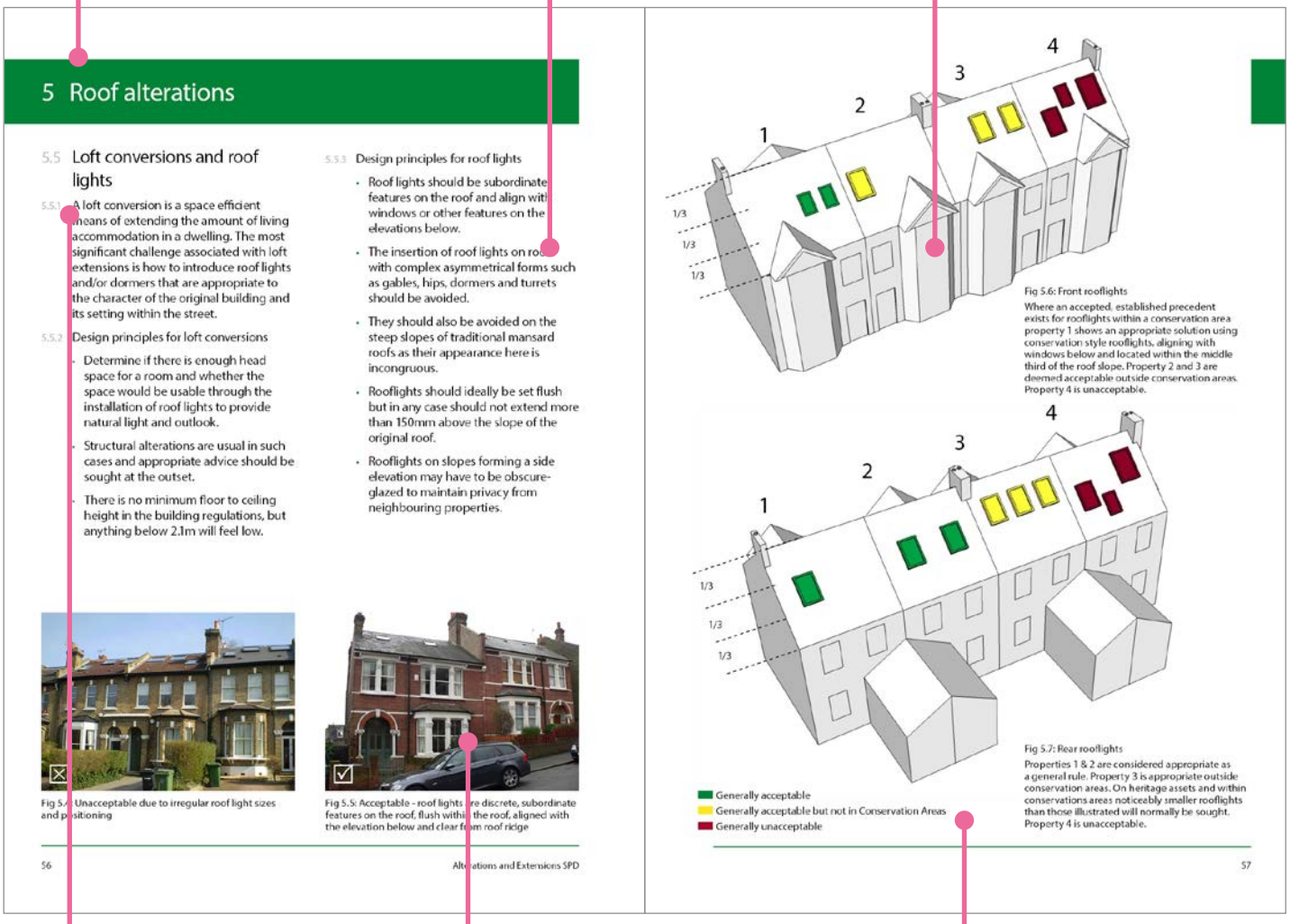


Fig 1.2: Typical page layout

2 Context

Albury Street, Deptford, Lewisham

2.1 Introduction

2.1.1 Lewisham's physical identity derives from the relationship between its buildings, street layout, style and period, open spaces and town centres. It has formed from how places and spaces have evolved and grown over time. This identity is known as its urban form.

2.2 A Brief History of development in the Borough

2.2.1 The watercourses through Lewisham have historically been the focus for settlement. The early settlements (pre-1833) lined the watercourses and the adjacent road routes. The River Thames influenced settlement patterns within the borough, most notably along the waterfront of what we know now as Deptford and Greenwich. Settlement also ran along Deptford Creek and the Ravensbourne River down to Lewisham and Catford. The Domesday Book of 1086 records eleven mills along the Ravensbourne River. Another influence on settlement was Watling Street which was a key historic route from London to Canterbury and on to Hastings which is now the A21.

2.2.2 In the 16th and 17th centuries, Deptford became an important dock for the international slave trade. The Primrose, a ship built in Deptford in 1551, sailed from Deptford in 1562 on what was to become the first triangular slave trade voyage.

2.2.3 The Lewisham area was primarily farmland as it was well drained and fertile, whilst being both arable and pasture. It supported smaller surrounding hamlets and farmsteads such as Lee (Belmont Hill and Lee Green) and Catford. As London grew, outlying areas such as Lewisham were used for market gardens, dairying and accommodating industry on the river banks. The exception to this rural scene was the fishing village of Deptford, where the width and depth of the tidal Thames made it suitable for shipbuilding whilst having royal associations from the time of Henry Vlll. By the 18th century the area was established as the Royal Navy Victualling Yards, supporting the naval and munitions operations further downstream at Greenwich and Woolwich. The Yards were most successful in the early 1800s during the Napoleonic wars where they built ships and provided supplies. After Napoleon's defeat in 1815 the dockyards declined and subsequently closed in 1869.

2.2.4 As London expanded, those who could afford to moved out of the capital and sought more spacious, light and sanitary surroundings. This trend began in the 16th century when merchants and wealthy artisans moved to country houses outside London. Prestigious brick houses were built in Sydenham, Lewisham, Deptford and Blackheath, some of which still survive.

2.2.5 The Enclosure Act 1810 allowed development of common land and was accompanied by improvements to communications which allowed speculative buildings to emerge.

2 Context

2.2.6 In 1809 the Croydon Canal opened and ran from West Croydon to the Grand Surrey Canal near New Cross, passing through Forest Hill and Sydenham. As it did not attract enough business and was therefore unsustainable it was converted into a railway line in the 1840s.

2.2.7 Railway development took off early in Lewisham, with London's first railway line (and one of the first in the country) opening between London Bridge and Greenwich in 1838. This led to associated development to house workers and aid commuters in industries such as Hatcham Iron Works, Pomeroy Street and New Cross; sites where London's most important early locomotive works operated from the 1840s to the 1860s.

Fig 2.1: Historic photo of Albury Street 1906

2.2.8 Sydenham became fashionable after the Crystal Palace was rehomed at Upper Norwood having being dismantled from its original location in Hyde Park where the Great Exhibition had been held. It became an attraction with its own two stations.

2.2.9 In 1857 the Mid Kent Railway opened serving Lewisham and Catford. The railway lines branch across the area and have, together with the small rivers of the Ravensbourne and Quaggy, continued to shape the form and character of the area today. The areas of Blackheath, Forest Hill and Sydenham showed great growth during this period.

2.2.10 There was rapid expansion in Lewisham and Deptford by the 1870s with substantial developments at New Cross (Hatcham and Telegraph Hill) which were both laid out on grids, with Telegraph Hill laid out around a park, as well as infilling large areas of Brockley, Lee and St John's.

2.2.11 From 1870 there was a regular tram service (initially horse drawn) from South London suburbs to the City and the West End. Shopping centres soon established at New Cross, Forest Hill and Lewisham. Other associated developments took places such as schools, railway stations, hospitals, pubs and hotels.

2.2.12 By 1904, trams serving Lewisham and Deptford areas were electrified. As such these areas were well served with cheap and easy links to central London, Woolwich, Bromley and other destinations.

2.2.13 After the First World War there was a huge need for the building of working class housing and this was constructed by Lewisham Council and London County Council. The houses were built to national standards of density and room sizes. Large estates were constructed such as the Bellingham estate where 2,700 cottage-inspired houses were laid out radiating from a hexagonal green. The construction was completed by 1923. The Downham estate was constructed in 1924-38 consisting of 7,000 houses and last came the Grove Park estate which was built between 1926-29 which coincided with the electrification of the railway.

2.2.14 The borough was heavily bombed in the Second World War, especially around the docks, former naval yards on the Thames and Lewisham town centre. The Greater London Council and Lewisham Council led on housing redevelopment through the 1950s-1970s, employing low rise flat blocks, towers (e.g. Lewisham Park Towers) and high rise interconnected slab blocks (e.g. Pepys Estate) which created new street layouts and landmarks.

2.2.15 The modern Borough of Lewisham was formed through the London Government Act 1963 which created a new local government structure for London. It significantly reduced the number of local government districts and saw the amalgamation of the Metropolitan Boroughs of Deptford and Lewisham.

Fig 2.2: Deptford. Surveyed: 1868 to 1973, Published: 1880

2 Context

2.3 The Residential (physical) Character of the Borough

2.3.1 The following historic periods have shaped much of the built form that can be seen in the borough today.

Pre-1700

2.3.2 Late 17th century cottages at Tanners Hill are amongst the earliest houses in south London.

Georgian and Regency (1700 – 1840)

2.3.3 Georgian housing is typified by uniformity and symmetry, with careful attention to proportion, both in the overall arrangement and in the detail. Properties which have survived from this period are the early 18th century terrace in Albury Street, Deptford and mansions at Blackheath. Following the Enclosure Act 1810 came Deptford New Town (1805-1840) and Lee New Town which had formal terraces of houses laid out on a uniform grid. Forest Hill had its origins in this period and its name came from the first development there, fifteen large houses on high ground on the edge of Sydenham Common.

2.3.4 It can also be described as classical. The townhouse typified this period and was often joined end to end to create terraces. Most terraces were made of brick, with sloping slate roofs hidden behind stone parapets. Bricks were most often laid in 'Flemish' bond in which the headers and stretchers alternated in each course.

Fig 2.3: Pre 1700 cottages at Tanners Hill

Fig 2.4: Albury Street

Victorian (1840-1900)

2.3.5 The early period of Victorian housing development still reflected the Italianate style, and placed the architectural importance on the group or terrace rather than the individual house.

2.3.6 The houses that were built in Sydenham were substantial villas, many of them owned by people associated with the products shown in the exhibition at Upper Norwood. Surviving properties include those on Sydenham Hill and Eliot Bank. More villas and large terraces were built shortly afterwards at Brockley.

2.3.7 The railway network allowed the cheap transport of building materials and the introduction of mass-produced components. Slate from north Wales was mainly used on roofs as it was lightweight, inexpensive and hard wearing. Stucco render was still favoured and used on the Italianate villas off Lee High Road and in parts of Blackheath. This was time of eclectic styles and of wide variety. Larger houses were often grand, they re-introduced red brick and architectural embellishments and sometime used features such as turrets, bay windows and other motifs. Loampit Hill was the source of local bricks in Brockley as kilns were established there from the late 18th century.

Fig 2.5: Mount Ash Road, Sydenham Hill

Fig 2.6: Vicars Hill

2 Context

2.3.8 Housing was also created for working class commuters. One such development occurred in 1896 when land (278 acres) at North Park Farm was bought up by Archibald Cameron Corbett who began building houses in Catford and Hither Green. Whilst smaller in scale than previously built the location was well connected. Vicars Hill in Ladywell (1880) and Jew's Walk in Sydenham are notable examples from this period.

Edwardian (1900-1914)

2.3.9 Edwardian houses in Lewisham are vastly varied. Their many stylistic influences include Dutch renaissance, Queen Anne revival and Arts and Crafts which often have an eclectic mix of decoration. As a general rule, houses of this period are richly modelled in three dimensions, with irregular projections, bays, turrets and gables that lend a lively character to the street scene. Corner buildings such as pubs, banks or hotels in town centres or on main roads were often given particular architectural decorations along with entrances on the corner.

2.3.10 Development in the Edwardian period often starter with a street layout which was then built out by different developers. A wide range of materials were used in houses: plaster; timber; lead; copper; red and yellow brick; and pebbledash. Roofs were often originally clay tile although these have often been replaced by red tiles.

2.3.11 The most notable example of the period is probably the development at Sydenham Thorpe off Sydenham Lane where substantial red brick houses are laid out on a grid of orderly terraces.

Fig 2.7: Earlsthorpe Road, Sydenham

Fig 2.8: Inter-war housing

Inter-war (1919 -1939)

2.3.12 Building materials at this time were diverse, including metal which was used for Crittall windows, with slender sections boosted by timber shortages after the First World War. Concrete also began to be introduced widely at this time, especially for factories and commercial buildings, and incorporating techniques of Europe and North America.

2.3.13 Modernist philosophies, as espoused by Le Corbusier and Bauhaus, are evident in some areas, in contrast to the Garden City Model with its more rural character. Planning for the private car and the road are becoming much more important considerations.

Post-war (1945 – 1960)

2.3.14 Lewisham's first tower blocks and slabs date from this period. The Passfields estate at Daneswood Avenue off Bromley Road, Catford, is a notable work by the modernist architects Maxwell Fry and Jane Drew; the homes were built in 1949-50 on a site that had been acquired and cleared by the Council before the War.

2.3.15 Lammas Green (1955-57) is a distinctive development on the south side of Sydenham Hill designed for the City of London Corporation by Donald McMoran – terraces around a village green. Including houses and flats. The development represented a conscious return to the Kentish vernacular with colour washed walls, pantile roofs and stout brick chimneys – out of step perhaps with the prevailing trends in architecture, but with an enduring and distinctive quality.

1960s and after

2.3.16 The latter part of the 20th century has seen a continued desire to experiment with new architectural and urban forms. A period of experimentation took place with system-built tower blocks, using pre-fabricated concrete components in the modern international style taking their place alongside lower-rise developments and conventional developments.

2.3.17 Amongst the more daring projects was the Pepys Estate at Deptford, built by the LCC /GLC in 1963-66 on former Royal Navy Yard. Long blocks linked by high level walkways were a feature of the scheme.

Fig 2.9: Lammas Green, Sydenham Hill

Fig 2.10: Pepys Estate at Deptford

2 Context

2.4 Conservation Areas

2.4.1 Lewisham has several conservation areas; some are large and complex, such as Blackheath, whereas others are small and cohesive such as Mercia Grove, Lewisham. Nearly all are predominantly residential, but commercial and retail uses animate centres in Blackheath, Deptford High Street and Forest Hill. Deptford Creekside is the only conservation area which is characterised chiefly by its industrial uses.

2.4.2 Most conservation areas have a pleasant relationship between buildings and green elements. Some face greater risk of blight from heavy traffic or contain commercial areas which face economic challenges. Density and grain of development within the Borough heavily influences an area's character and environment. In the north of the borough, in places like Deptford Wharf and New Cross, there is a wide variety of block sizes which create a mixed urban grain. In the south, block sizes tend to be uniform and a less varied urban grain can be found.

2.4.3 The basic presumption with all heritage assets (conservation areas, statutory listed buildings, locally listed buildings, registered landscapes, etc.) is to preserve what is identified as being of particular significance. When assessing development affecting designated heritage assets, the Council has a duty to pay 'special regard' to preserving or enhancing their special interest.

2.4.4 This document is not intended to provide specialist advice on statutory listed buildings but its content may be relevant in some cases. This general advice relating to heritage assets thus largely applies to buildings on the local list and those within conservation areas.

2.4.5 Acknowledgment of character is of great importance when proposing developments within or adjacent to Conservation Areas or Listed Buildings. In such cases proposals will need to be in keeping with the scale, mass and detailing of the area, including the use of sympathetic materials.

2.4.6 Changes in social patterns have resulted in the need to find active new uses for under-used ecclesiastical buildings, public houses and industrial buildings. The form of such buildings was largely determined by function and their singular appearance makes an important contribution to local character. It is essential that in adapting them to new uses, their distinctive character is successfully preserved. Careful attention must also be given to the setting of converted buildings, as standing isolated in settings of poor visual quality compromises both the viability of the new use and the historic character of the building.

2.4.7 Additional information on the Conservation Area Appraisals and Management Plans can be found on the Council's website.

2.4.8 The Council offers a range of pre-application services including advice on alterations, extensions and conversions for listed buildings and properties within conservation areas. Please consult the Council's website for further information.

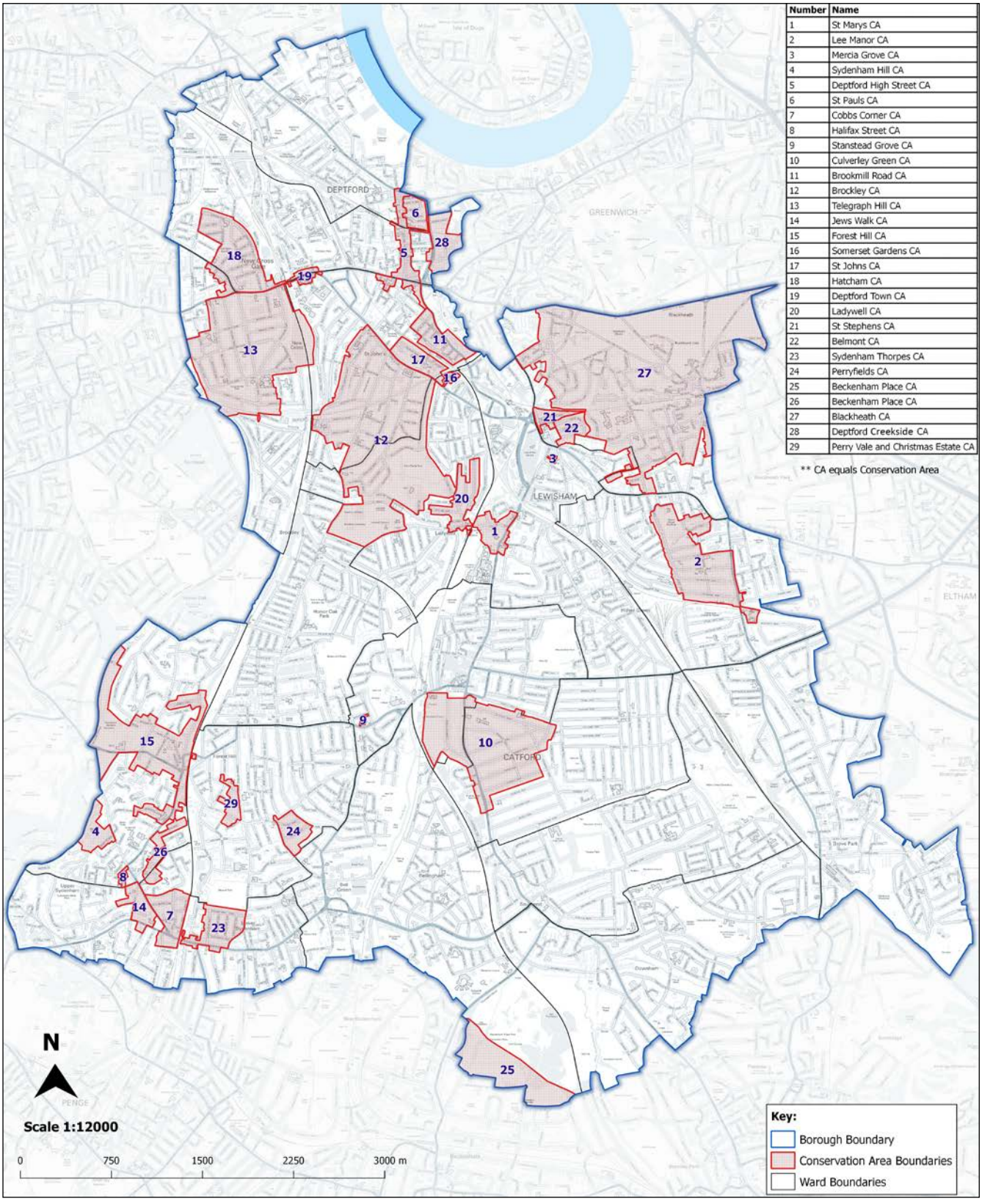


Fig 2.11: Conservation Areas 2019

3 General principles and good practice

Mews restoration, Brockley Conservation Area, Lewisham: Green Tea Architects

Image Credit: David Chatfield

3.1 Introduction

3.1.1 It is not possible to provide guidance for every different circumstance across Lewisham so each case will be assessed on its own merits. However, the following design process and general design principles underpin the more detailed and specific guidance given in this document and should be followed in all cases.

3.2 Preparing a development proposal: first steps

Permitted development

3.2.1 It may not be necessary to apply for planning permission if your proposal qualifies as permitted development.

3.2.2 Certain types of minor alterations and small extensions to your home will be covered by what is called permitted development rights. However, even some matters that appear minor (crossovers, trees) may require planning permission.

3.2.3 Flats, houses converted into flats, maisonettes and listed buildings may not have the relevant permitted development rights and planning permission may be required.

3.2.4 In addition, if your home is in a conservation area, what you can do under permitted development is limited. Your area may also be subject to an Article 4 direction which could further restrict the works that you could otherwise carry out under permitted development.

3.2.5 Advice on whether or not planning permission or building regulations approval are required can be found on the website www.planningportal.gov.uk.

3.2.6 Even if you do not need to make a planning application, the guidance within this SPD, other relevant SPDs and Conservation Area Appraisals will act as good practice guidance to help you achieve high quality design.

Lawful development certificate

3.2.7 If you consider that your proposal meets permitted development guidelines then you should apply for a Lawful Development Certificate (LDC). This will provide proof that your building work proposed under the lawful development certificate is lawful. Obtaining an LDC is worth considering should you want to sell your property in the future. You can apply to your local Council for an LDC via the Planning Portal online application service.

Create a brief

3.2.8 It is recommended that you create a brief in order to help to identify the outcome you wish to achieve from your project. This should take into account size, height, access, amount of light, etc required.

Employ an architect

3.2.9 Once your outline brief has been created it is strongly advised that you employ a registered architect to further develop the brief, design and draw up your proposal and oversee the works. They should be able to design your proposal in order to respond to any identified constraints and may be able to develop your initial ideas to provide a more creative proposal than you originally envisaged, saving you time, economising your budget and adding value to your property. They will also help to guide you through relevant, up to date legislation and regulations.

3.2.10 The Royal Institute of British Architects (RIBA) website offers a service to help you find an architect for your project.

3 General principles and good practice

3.3 Preparing a development proposal: planning considerations

3.3.1 It is essential to carefully consider at an early stage, together with your architect, potential constraints that may influence your proposal.

Responding to the setting

3.3.2 You should consider your property in its context. The buildings on the street are likely to have an established building line which any extension or alteration should take into consideration. The character and style, including height, age, materials and massing of surrounding buildings needs to be taken into consideration at proposal stage to ensure that it will either preserve or complement the character of the surrounding area.

3.3.3 It should be noted that this does not mean an exact replication of the existing character. Your proposal should reflect and respect the original character and respond to its features.

Existing policies

3.3.4 The Council has a statutory duty to preserve or enhance the character and appearance of the built environment, and additional protections apply to Conservation Areas. If your property is Listed or in a Conservation Area then it is more likely that you will need planning permission and/or listed building consent to alter or extend the building. For listed buildings, this will apply to internal alterations as well as external. .

Trees

3.3.5 You will need to consider if there are nearby trees which may be affected by your proposal. Some trees in the borough are protected for their outstanding value by a tree preservation order (TPO).

3.3.6 A tree is also subject to additional protection if it is within a conservation area. If this is the case, the Local Authority will need to consider the risk to any protected trees when determining the planning application. You should also consider the root spread of nearby trees as this may affect the foundation design of your proposal. Similarly, crown spread may affect the outlook and amount of light a room may receive.

3.3.7 There is substantial evidence on the many benefits of high tree canopy cover, including improving: physical and mental health; air quality; water quality; water management (reducing flooding); shading; cooling through evapotranspiration; as well as the more obvious benefit of improving biodiversity. Larger forest type trees provide greater benefits and older trees generally support more biodiversity.

3.3.8 Where the placement of an alteration or extension is likely to result in the loss or damage to a significant tree, either in the applicant's garden or within a neighbouring property, a suitable design solution that retains the tree(s) should be found.

Overshadowing

3.3.9 Lewisham is an urban area and as such extensions are likely to have an impact on neighbouring properties. You should ensure that the extension would not significantly overshadow neighbouring habitable room windows or private gardens to an unacceptable degree. If your extension is likely to significantly reduce the amount of daylight or sunlight entering a habitable room window or result in substantial overshadowing of a neighbouring garden, your planning application is likely to be refused.

Overlooking

3.3.10 The extension should be designed to ensure that the privacy of your neighbours is respected. This includes neighbouring properties themselves and neighbouring gardens. There should not usually be any windows above ground floor on side walls directly facing a neighbour, apart from stairs and landings and bathrooms and toilets. It may be possible, in some cases, to use high level and obscure / translucent glazing. Any proposals for balconies will be carefully scrutinised and it must be demonstrated that there would be no unacceptable impact to any neighbouring properties' privacy.

Daylight and sunlight

3.3.11 Proposals should seek to minimise overshadowing or blocking of light to adjoining properties.

3.3.12 Useful guidance can be found from the Building Research Establishment (BRE) Site layout planning for daylight and sunlight: a guide to good practice (BR209). In particular the following minimum tests should be applied to avoid the unacceptable loss of daylight and/or sunlight resulting from extensions and alterations.

3.3.13 These tests can also be used as an indication of the overbearing impact on adjoining properties.

Daylight tests

3.3.14 Both of the following tests should be demonstrated within your planning application:

- 45 degree guide.
- 25 degree guide.

3 General principles and good practice

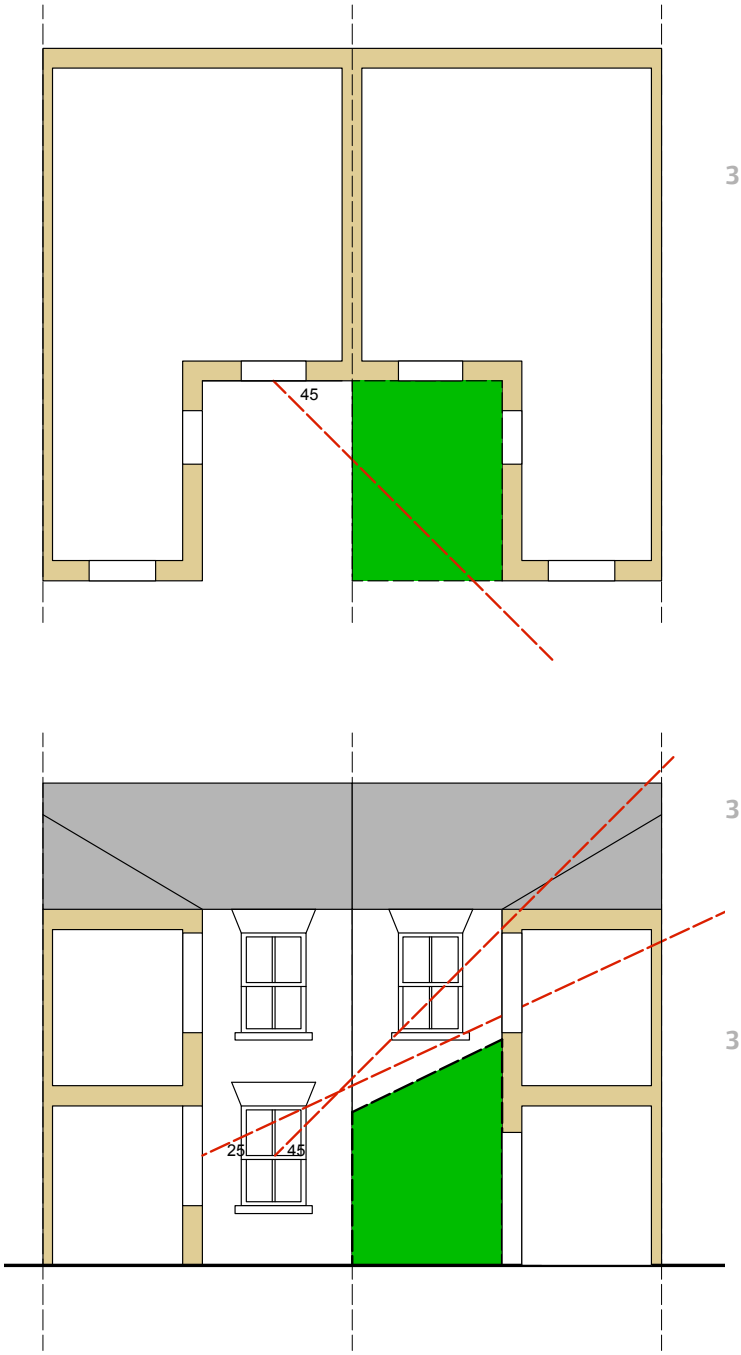


Fig 3.1: illustrative plan and section demonstrating daylight tests

45 degree guide

3.3.15 This test should be used where the proposed development is at right angles to the affected window of the neighbouring property:

- Draw a line at 45 degrees upwards from the centre of the affected window.
- Draw a line at 45 degrees sideways from the centre of the affected window.

If the proposed development is both higher and wider than these 45 degree lines, there may be an unacceptable loss of daylight to the affected window.

25 degree guide

3.3.16 This test should be used where the proposed development faces the affected window of the neighbouring property:

- Draw a line at 25 degrees upwards from the centre of the affected window.

3.3.17 If the proposed development is higher than this 25 degree line, there may be an unacceptable loss of daylight to the affected window.

3.4 Preparing a development proposal: non planning considerations

3.4.1 There are a number of issues that are not planning matters (and will not be considered in determining your planning application) for which you could be held liable. It is advisable that you use a fully qualified professional to help you with the below matters.

Rights to light

3.4.2 A right to light may be acquired by anyone who has had uninterrupted use of something over someone else's land for 20 years without consent, openly and without threat, and without interruption for more than a year. (RICs).

Covenants and private rights

3.4.3 It is possible that your property has a restriction of some kind such as a covenant or a historic right. If this is the case, you may need to get an agreement from the original source before you are legally permitted to carry out any works to your property. Even if you do not need to apply for planning permission, this may also be the case. You can check this by seeking advice from a lawyer or by viewing your property's deeds.

Party Wall etc Act 1996

3.4.4 If you are carrying out works governed by the Party Wall Act you need to serve a party wall notice on your neighbours. You do not need planning permission for your plans to serve notice and once served you have up to a year to commence work.

3.4.5 This must be done at least two months before the notifiable works begin, and at least one month before the notifiable excavation works begin. Notifiable work is either building work which affects a party wall or boundary line, or excavations within three or six metres of a neighbouring property (depending on the depth of the foundations you are making). This will include most extensions and basement and loft conversions. Failure to comply with the act could result in your neighbour taking you to court and obtaining an injunction to prevent you from continuing with the work. If you have not obeyed the act and you cause major damage to your neighbour's property, the judge can award compensation for any loss or damage resulting from the works.

Building regulations

3.4.6 For any extension or alteration you will always require building regulation approval and it is advisable to contact the Council's Building Control web pages to find out what is required. This should be done in the initial stages of the design project.

3.4.7 Following a change in government legislation, certain contractors can now certify their own work as compliant with building regulations. You are advised to contact the Council's Building Control Team for more information.

3 General principles and good practice

3.5 Preparing a development proposal: general design principles

Scale and form

3.5.1 All extensions and alterations must not be excessive in scale and should be subordinate to the original dwelling and immediate neighbours. Its form should, in general, be consistent with the host property.

High quality design

3.5.2 Innovative, high quality and creative contemporary design solutions are welcomed by the Council, as long as the design carefully considers the architectural language and integrity of the original building and avoids any awkward jarring of building forms.

Respecting the original building and its setting

3.5.3 The architectural character and setting of the original building must be respected. This includes the scale, mass, rhythm, plot size, eaves line and building line of the building and its neighbours. This does not mean that original buildings need to be replicated, however, if this is the proposed approach then the works will need to be carried out to a very high quality like in every other occasion.

Considering neighbours

3.5.4 You should have regard to the fact that a proposed extension or alteration could have an impact on the light, outlook or general amenities of adjoining properties. You should therefore have regard to the size, scale and location of the extension to sensitive parts of adjoining properties such as existing windows in the rear or side elevations

3.5.5 Extensions / alterations should not result in a harmful sense of enclosure or have an overbearing or overly dominant impact on adjoining properties.

Materials

3.5.6 Materials for extensions and alterations can either match the building materials of the original building or be of a contrasting, modern aesthetic. Either way materials should be of the highest quality, be durable and should weather well.

3.5.7 The detail of materials is integral to the scheme as a whole. Quality of materials, samples and detailed, larger scaled plans will be required.

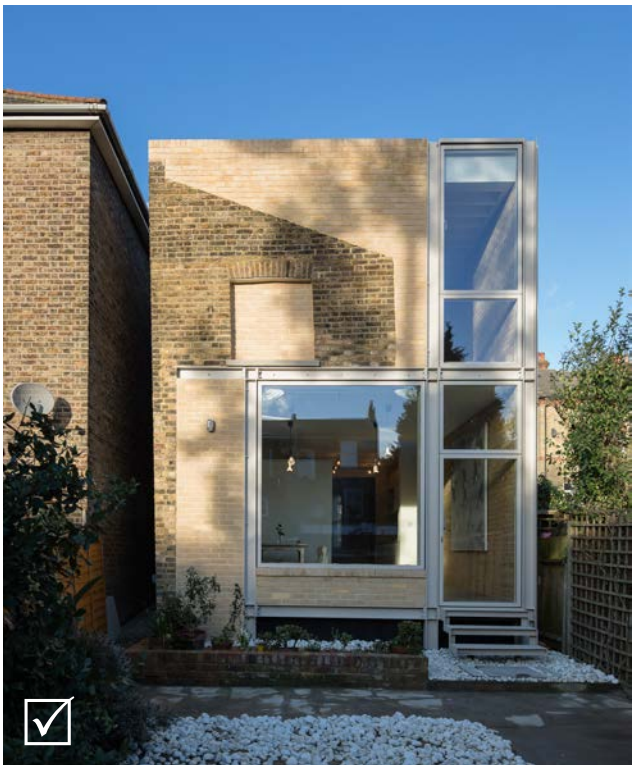


Fig 3.2: A well designed high quality extension that enhances the host building.

House of Trace: Tsuruta architects. Image credit: Tim Crocker

3.6 Preparing a development proposal: pre-application consultation

3.6.1 The Government encourages positive engagement between developers/ applicants and the Council. The Council's Statement of Community Involvement stresses that the Council will welcome and provide opportunities for applicants or their agents to discuss development proposals with planning officers before they submit a planning application.

3.6.2 Pre-application discussions provide an excellent opportunity for issues to be highlighted and addressed at an early stage in the development process, thereby reducing the likelihood of delays later in the process. Pre-application discussions also provide an opportunity to discuss the information and level of detail required to accompany a particular planning application.

3.6.3 To find out more about this service refer to the Council's website.

3.7 Preparing a development proposal: submission of proposals

3.7.1 The level of information that the Council will require the applicant to submit as part of a planning application will depend on the scale and nature of the proposal.

3.7.2 Reference should be made to the Validation Checklists on the Council's website to understand the documents that will need to be submitted.

4 Guidance on extensions

Hampstead Townhouse: Andrew Wood Associates
Image Credit: Andrew Wood Associates Limited

4.1 Introduction

4.1.1 Having established general principles for achieving a high quality design proposal in Section 3, this section outlines detailed guidance on a range of extension types.

4.1.2 The type of extension appropriate for your dwelling will depend on the form and character of your property.

4.1.3 It is not possible to provide guidance for every different circumstance so each case will be assessed on its own merits.

Fig 4.1: A well proportioned, high quality, single storey extension

Upland Rd: Gruff architecture & design

Image Credit: Ben Blossom

Fig 4.2: A well proportioned, high quality, single storey extension, in line with the adjoining.

N22: Turner Architects / Image Credit: Adam Scott | Architectural Photography

4 Extensions

4.2 Single storey rear extensions

4.2.1 A rear extension is often the most appropriate way to extend a building. However careful design is required, as dominant and insensitive rear additions can diminish the appearance of the host building.

4.2.2 Rear extensions, if they are excessively large and poorly designed, can be harmful to the appearance of the host building, can reduce usable garden space for existing and future residents, and can be overbearing for neighbours, reducing their daylight and/or outlook.

4.2.3 **Design principles for rear extensions**

- Rear extensions should generally not be more than 3m deep for terraced or semi-detached properties. Deeper extensions may be acceptable for detached properties or on large plots. Under no circumstances should the extension take up more than half the depth of the original rear garden/yard to avoid the overdevelopment of sites.
- The acceptable height on the boundary will depend upon a number of factors specific to its context: including the length of the extension; adjacencies; width of the neighbouring garden etc.
- This should also be informed by the daylighting test described above and should avoid being overbearing on neighbouring properties.
- However as a general rule, extensions extending up to 3m in length should be no more than 3m in height on the boundary.
- Extensions which exceed this length and exceed a height of 2.5m on the boundary are unlikely to be supported.
- Where a pitched roof is proposed, the ridge height should be visibly lower than the sill of any first floor windows. (minimum of 2 or 3 brick courses)
- Extensions should not overlook or have an overbearing or enclosing effect on adjacent properties by way of their height, position or depth.

Fig 4.3: Unacceptable because the extension overwhelms the original dwelling and impacts on the first floor windows.

Fig 4.4: This rear extension clearly distinguishes itself from the host building and retains a side path respecting neighbouring amenity.

South London: MW Architects

Image Credit: MW Architects

- Windows should not be positioned on shared boundaries.
- Where side-facing windows are required for light, they should generally be high level or obscurely glazed to prevent the overlooking of neighbouring properties.
- It is unlikely to be possible to use the roof of your extension as a terrace unless it can be demonstrated that there would be no unacceptable impact to any neighbouring properties' privacy.
- On semi-detached properties extensions should not extend beyond the main side walls of the host building except where an L shape form is proposed.
- L-shaped extensions which combine a single storey rear extension and a single storey side extension should not overdominate the original building. It is recommended that a path of at least 1m is maintained to provide access to the rear garden.
- Proposals of this nature should adhere to the guidance for both rear extensions and side extensions.
- You are encouraged to seek advice before submitting an application.

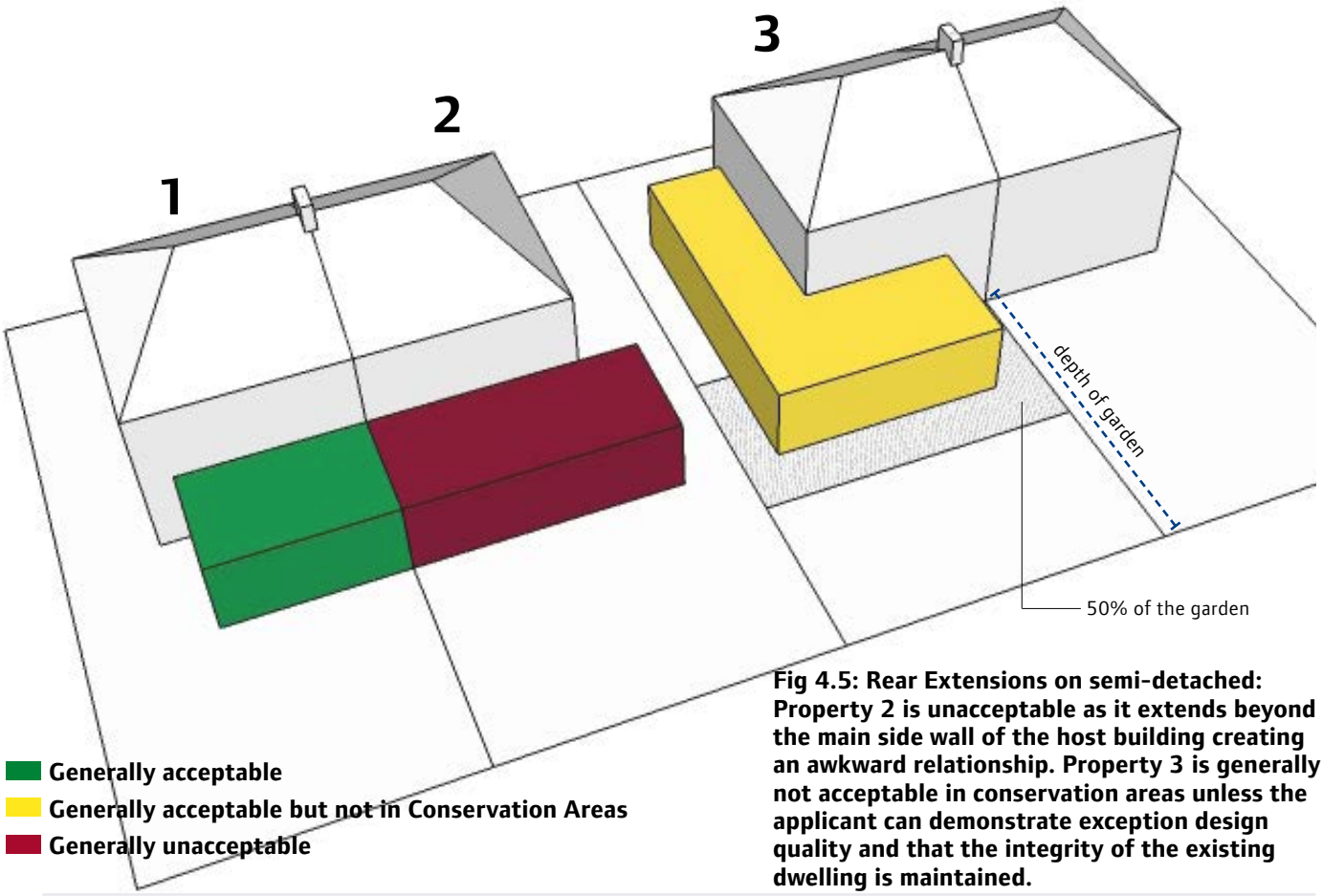


Fig 4.5: Rear Extensions on semi-detached: Property 2 is unacceptable as it extends beyond the main side wall of the host building creating an awkward relationship. Property 3 is generally not acceptable in conservation areas unless the applicant can demonstrate exception design quality and that the integrity of the existing dwelling is maintained.

4 Extensions

4.2.4 **Additional guidance for single storey rear extensions in conservation areas**

Alterations within conservation areas should be of the highest quality design using high quality materials.

The rear building line, the size of the rear garden and the prevailing characteristics of adjoining properties should all be taken into account.

Rear extensions should:

- Remain clearly secondary to the host building in terms of location, form, scale and detailing.
- Respect the original design and architectural features of the existing building.
- On semi-detached properties extensions should not extend beyond the main side walls of the host building.
- Have a ridge height visibly lower than the sill of the first floor windows (2 to 3 brick courses) and roof pitches to complement those of the main building.

4.2.5 A modern, high quality design can be successful in achieving a clear distinction between old and new. In some locations, a traditional approach can be a more sensitive response to a historic building, particularly where homogeneity of groups of buildings is part of their spacial character.

Fig 4.6: Unacceptable because the single storey rear extension is incongruous. This negatively impacts on the integrity of the original building form because it is too high, impacting on the first floor rear bay window

Fig 4.7: The extension distinguishes itself from the host building while retaining some traditional elements and has a positive relationship with neighbouring properties due to the restricted height on the boundaries

Fernbrook Road, Hither Green: LJT Architects

Image Credit: LJT Architects

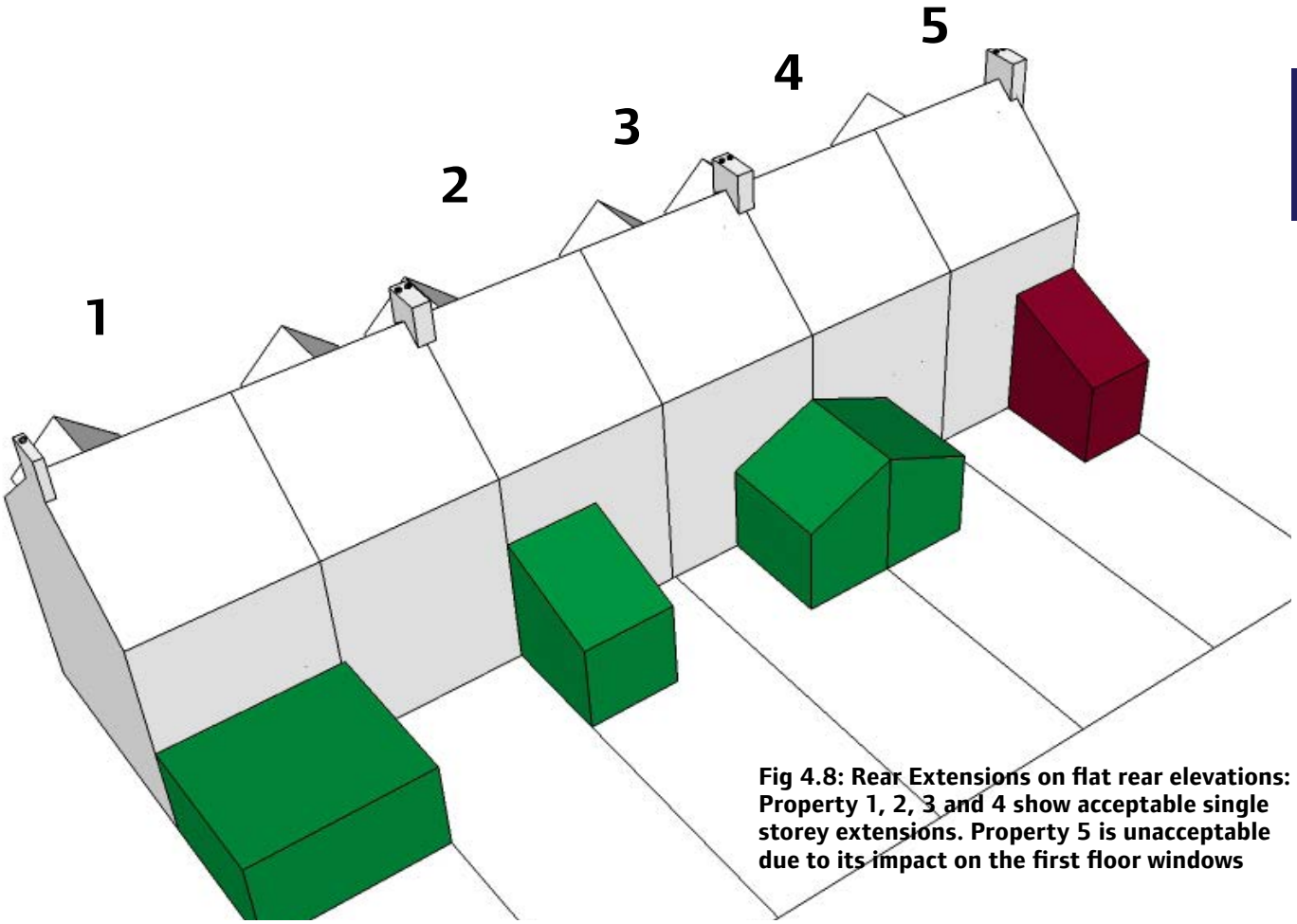


Fig 4.8: Rear Extensions on flat rear elevations: Property 1, 2, 3 and 4 show acceptable single storey extensions. Property 5 is unacceptable due to its impact on the first floor windows

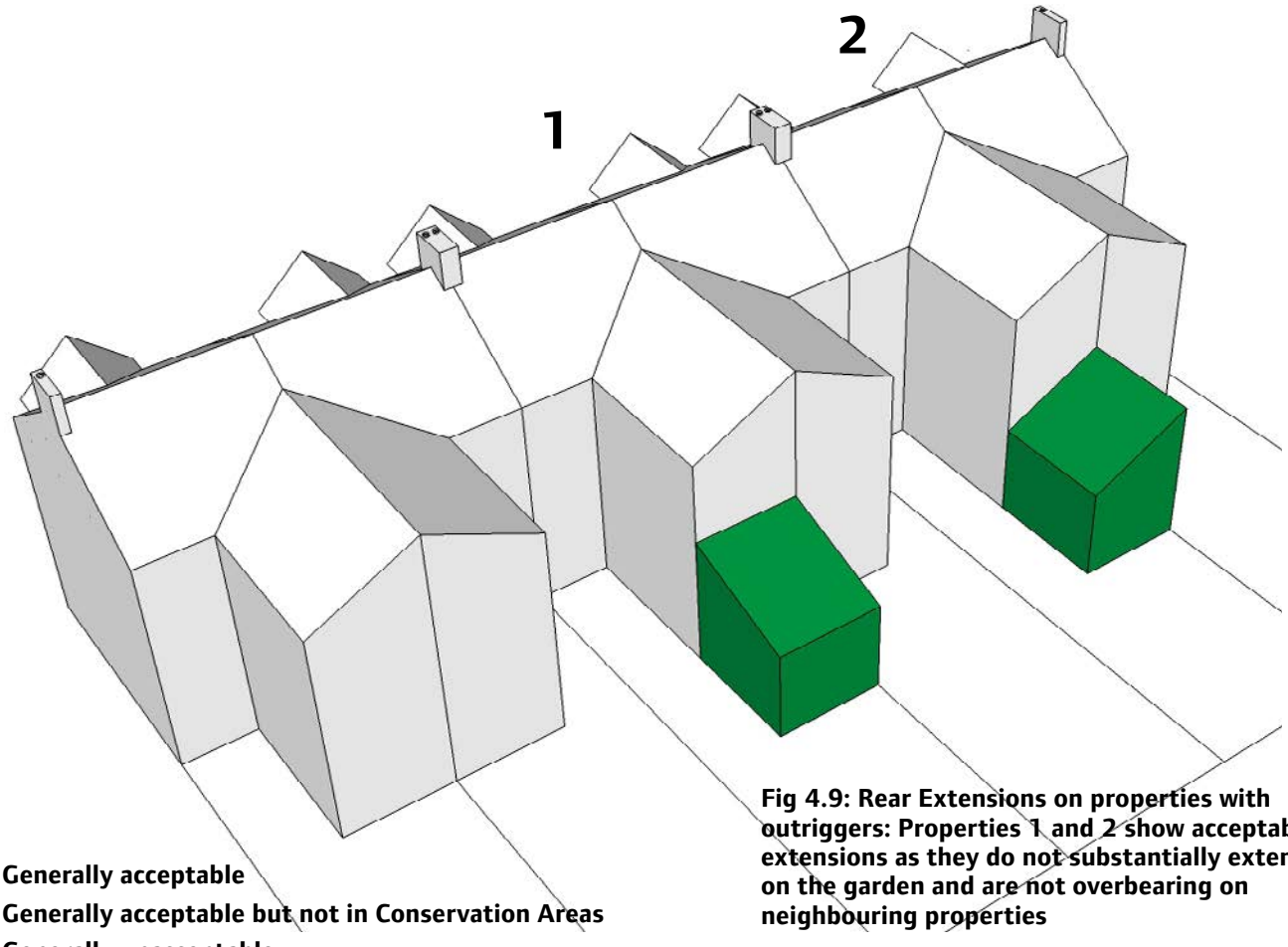


Fig 4.9: Rear Extensions on properties with outriggers: Properties 1 and 2 show acceptable extensions as they do not substantially extend on the garden and are not overbearing on neighbouring properties

- Generally acceptable
- Generally acceptable but not in Conservation Areas
- Generally unacceptable

4 Extensions

4.3 Two storey rear extensions

4.3.1 The extra height and bulk of a two or more storey extension compared to a single storey structure can exacerbate problems of: overlooking; overshadowing; loss of light; and a general sense of enclosure to neighbouring properties. The additional height also gives the extension greater visual prominence.

4.3.2 These can be difficult to achieve in a sensitive manner and will only be considered where the applicant can demonstrate exceptional design quality.

4.3.3 In these cases the onus is on the applicant to demonstrate that the characteristics and integrity of the host property is maintained/enhanced and that the impact on neighbouring properties is not significant.

4.3.4 For these types of application you are advised to seek pre-application advice. Details can be found on the Council's website.

4.3.5 A single storey extension built on top of a ground floor extension is likely to have the same impact and sensitivities as a two storey rear extension. Again you are advised to seek pre-application advice.

4.3.6 **Additional guidance for conservation areas**

Although occasional exceptions may be made in the case of flat backed, mid 19th century buildings, two storey rear additions are generally not acceptable in conservation areas. They intensify the present level of development, overwhelm the original building with new work and obscure many of its architectural qualities.

Bulky two storey additions are entirely unacceptable where the consistency of form and repetitive rhythm of unaltered rear elevations make an important contribution to the character of the area.

Fig 4.10: A two storey extension that dominates the rear elevation and does not complement the host property.

Fig 4.11: A well designed two storey extension that enhances and does not dominate the host building.

Culford Road De Beauvoir N1: Clarke Penman Architects

4.4 Side extensions

4.4.1 The space between buildings can be an important characteristic of the street scene and is a key characteristic of many parts of Lewisham. Side spaces allow for views between buildings and thus prevent overbearing enclosure along the street frontage. These are especially important in relation to heritage assets where spatial character is important or the architectural symmetry / composition of a building or group of buildings is of value; but also in urban areas where development is dense and in suburban areas which rely on generous spacious standards as a key aspect of their spatial character.

4.4.2 Side spaces also have value as visual amenity and domestic storage areas and allow residents direct access to rear gardens without the need to pass through the property.

4.4.3 Side extensions can have a wider impact than the immediate setting of the original house. A number of factors have to be assessed, including the size, form and height of any proposed side extension, in order to determine if one is acceptable.

Single storey side extensions

4.4.4 **Design principles for single storey side extensions**

- A single storey side extension should be subordinate to the host property and should not dominate the original house footprint. In cases of exceptional quality design, different options may be considered.
- Single storey side extensions must sit comfortably with the original building and respect the proportions of the existing building. In the case of corner properties, side elevations can be read as the principle elevation and the design needs to reflect this.
- The extension should not project forward of the front facade and should normally be set back by a minimum of 150 mm – or the distance set by good quality precedent. This helps to make a clear distinction between old and new. In the case of corner properties, the building line may be defined by the side road.
- The width of a side extension (in the majority of cases) should be no more than half the frontage width of the original property.
- In terms of height, there may be instances where there is sufficient distance between neighbouring properties or the land is sloping so an extension could be taller than its neighbour(s). However the application would have to demonstrate that there is no harm to the neighbouring properties or to the appearance of the house or harm to the significance of either a designated or non designated heritage asset.
- The roof form should complement the character of the original building.
- Side windows will not normally be permitted unless it can be demonstrated that no overlooking of neighbouring properties would occur and that they do not prejudice the development of adjoining land. Otherwise, they may be acceptable if the windows are high level/ obscured and designed not to be opened.

4 Extensions

4.4.5 **Additional guidance for side extensions in conservation areas**

Side extensions affect both the appearance of the host building and that of the street scene. Many conservation areas within the borough comprise suburban housing where the gaps between buildings intentionally allow views of foliage in rear gardens. These views permeate the built form and provide a gentle sense of enclosure. The terracing effects created by side extensions that close these gaps diminish important spatial qualities of the conservation area and thereby harm its significance.

Where a building is part of a symmetrical pair or a stylistically cohesive group, a side addition is unlikely to be acceptable. It unbalances the appearance of the host building and destroys its cohesive visual relationship with its neighbours. Harm is thus caused to distinctive visual qualities of the conservation area.

Where side extensions are found to be acceptable in principle, the character and appearance of the existing building will determine the appropriate design and form.

The character of neighbouring properties and the surrounding area should also be taken into account. Typically side extensions should be subordinate, complement the architectural treatment of the original building and be set back from the front building line.

Fig 4.12: Unacceptable because the side extension is more than half the width of original house and is not set back from original frontage

Fig 4.13: Sympathetic single storey side extension that steps back from original frontage.

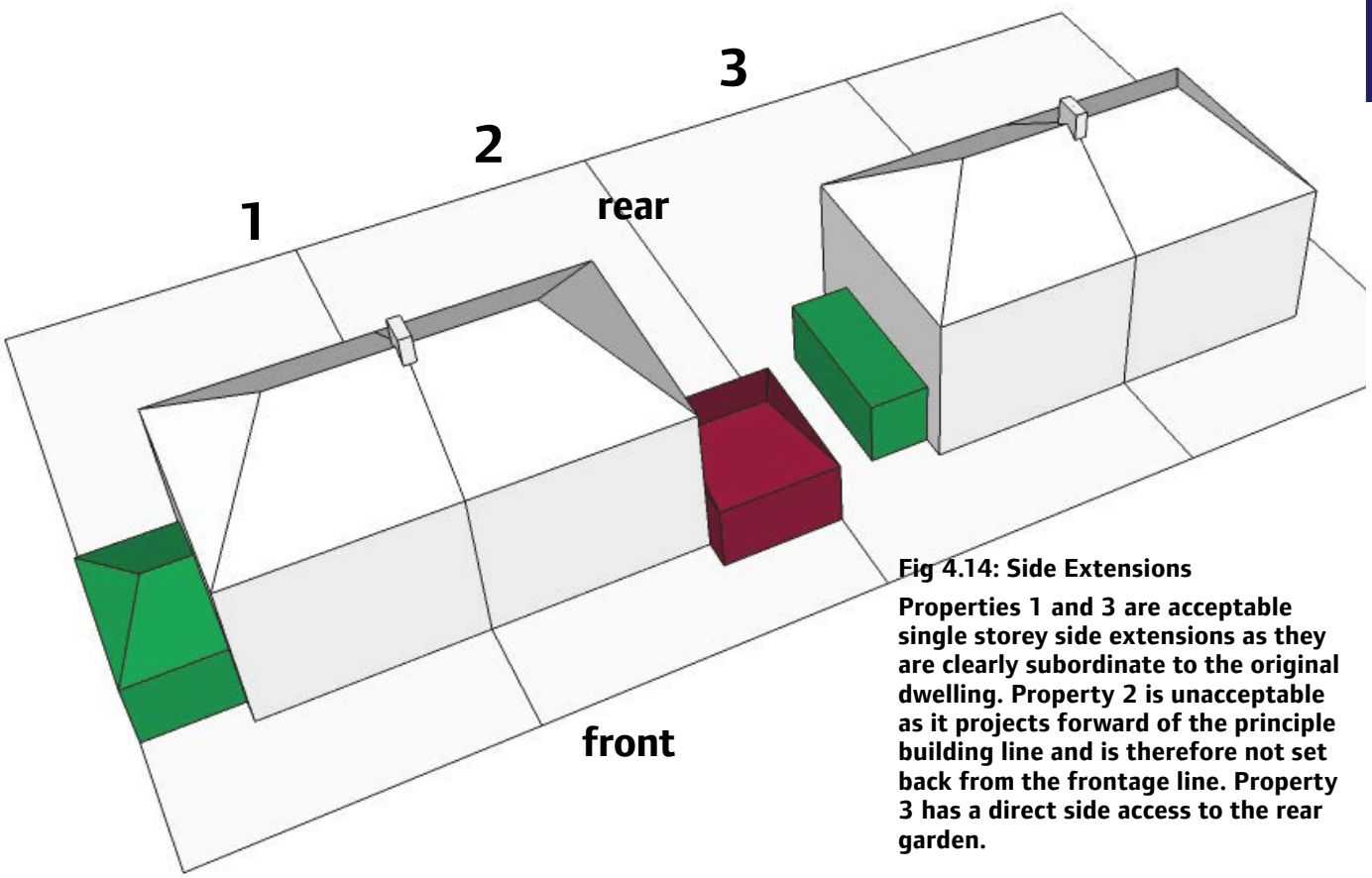


Fig 4.14: Side Extensions

Properties 1 and 3 are acceptable single storey side extensions as they are clearly subordinate to the original dwelling. Property 2 is unacceptable as it projects forward of the principle building line and is therefore not set back from the frontage line. Property 3 has a direct side access to the rear garden.

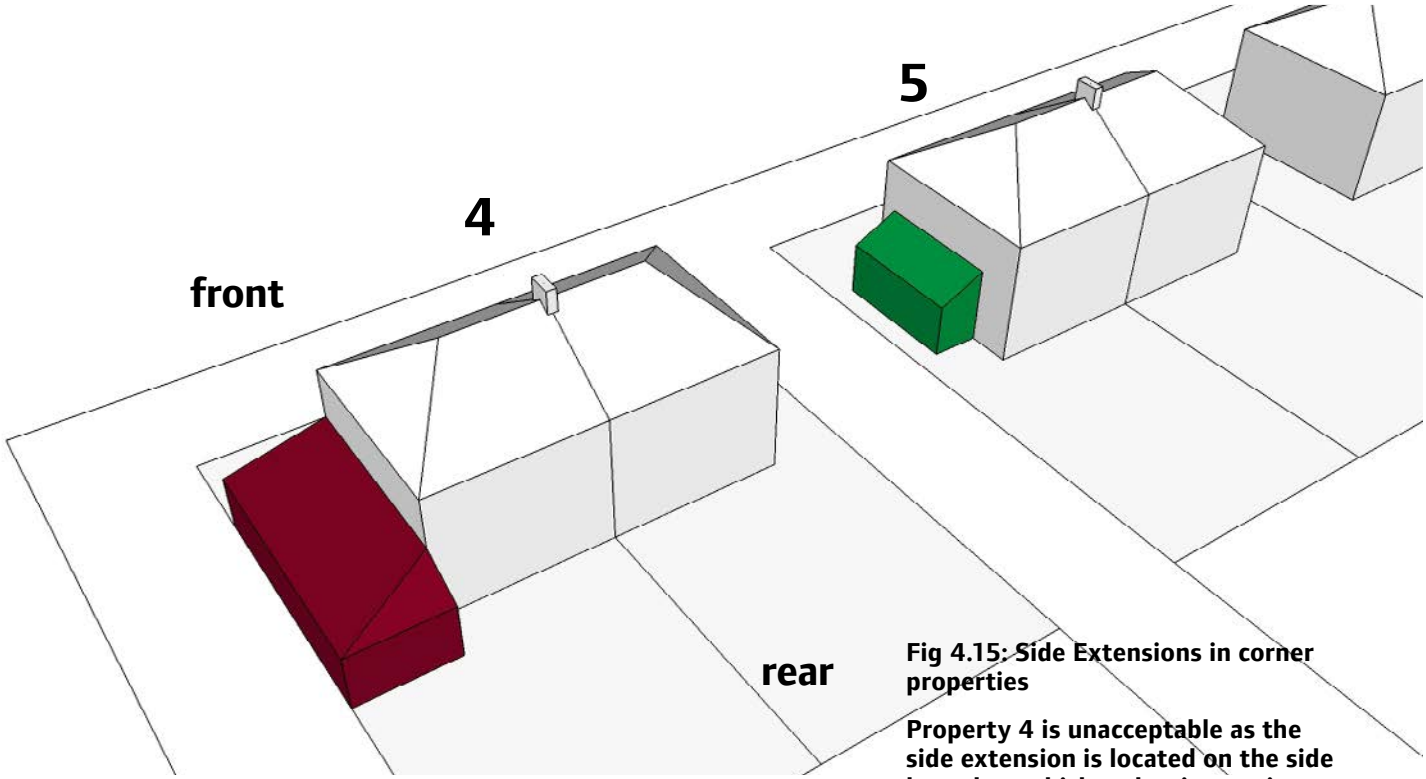


Fig 4.15: Side Extensions in corner properties

Property 4 is unacceptable as the side extension is located on the side boundary which makes it prominent to the streetscene and is not set back from the frontage line. Property 5 is acceptable as the extension is not intrusive to the street.

Generally acceptable
Generally acceptable but not in Conservation Areas
Generally unacceptable

4 Extensions

Two storey side extensions

4.4.6 Design principles for two storey side extensions:

- The guidance for one storey extensions applies to two storey extensions along with the following.
- Not only should two storey side extensions be set back from the front facade, where relevant, the proposed roof of the extension should be set down from the main ridge line.
- Side extensions of more than one storey can significantly harm the openness that forms the character of much of the borough.
- Two or more storey side extensions should be set in at least 1m from the boundary and set back at least 1m from the front elevation to reduce this harm. Where it is appropriate to build to the boundary, the setback from the front elevation should be at least 2m.
- Side extensions should be accessed from the main property and normally should not have an additional front door.

4.4.7 Additional guidance for two storey side extensions in conservation areas

Many of the conservation areas within the borough contain semi-detached dwellings and groups of terraces with visual breaks between them which allow views into rear gardens and beyond. These views add interest to the built form and create a softer sense of enclosure to the street.

Where a building is part of a symmetrical pair of a stylistically cohesive group, a side extension is unlikely to be acceptable. It unbalances the appearance of the host building and considered to have a negative impact on the distinct visual qualities of the conservation areas.

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.

Fig 4.16: Unacceptable as it is not subordinate and the width is more than half of the existing building

Fig 4.17: Acceptable - subservient two storey side extension | Manor House Park

Image credit: Selencky Parsons

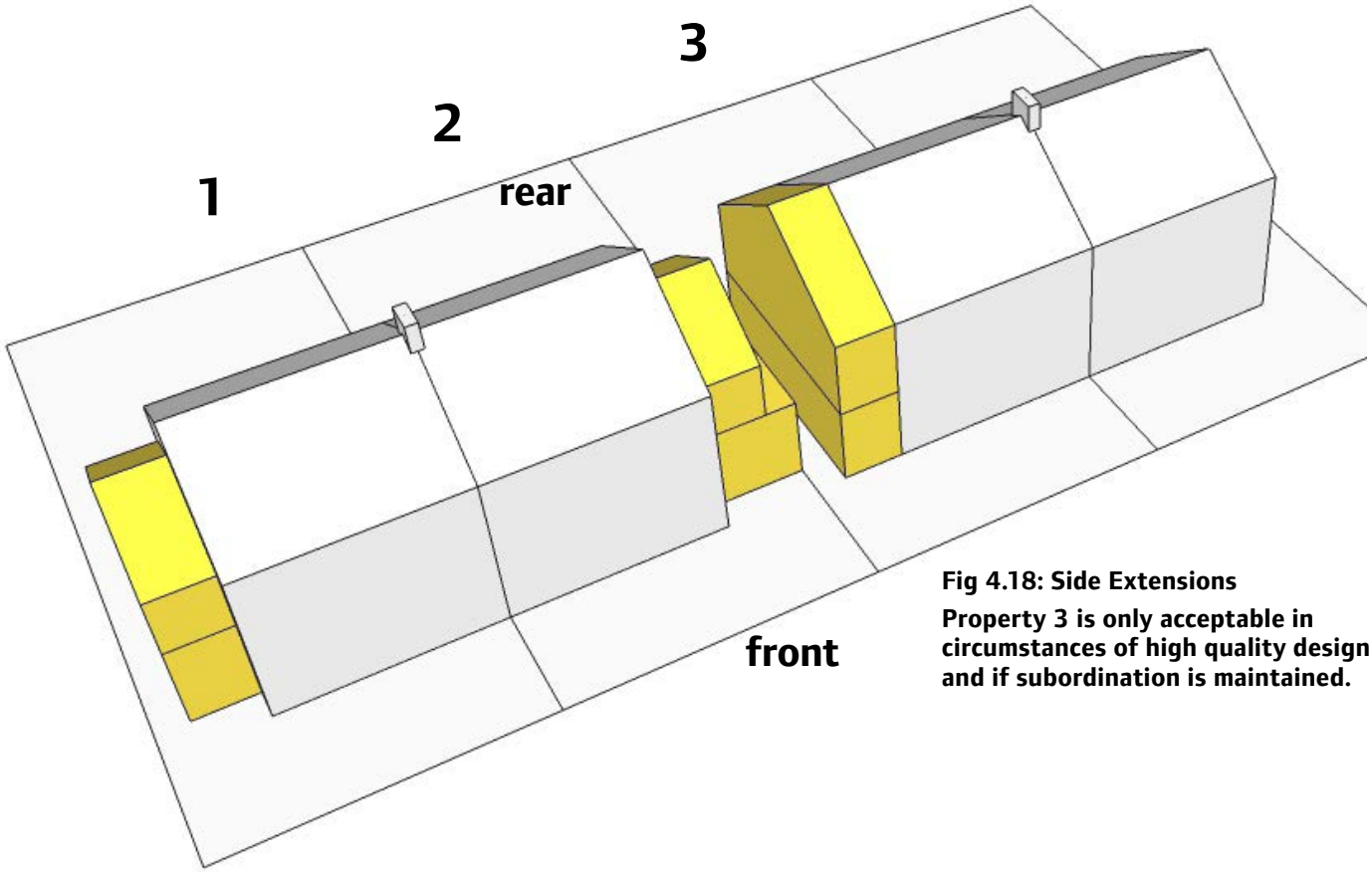


Fig 4.18: Side Extensions

Property 3 is only acceptable in circumstances of high quality design and if subordination is maintained.

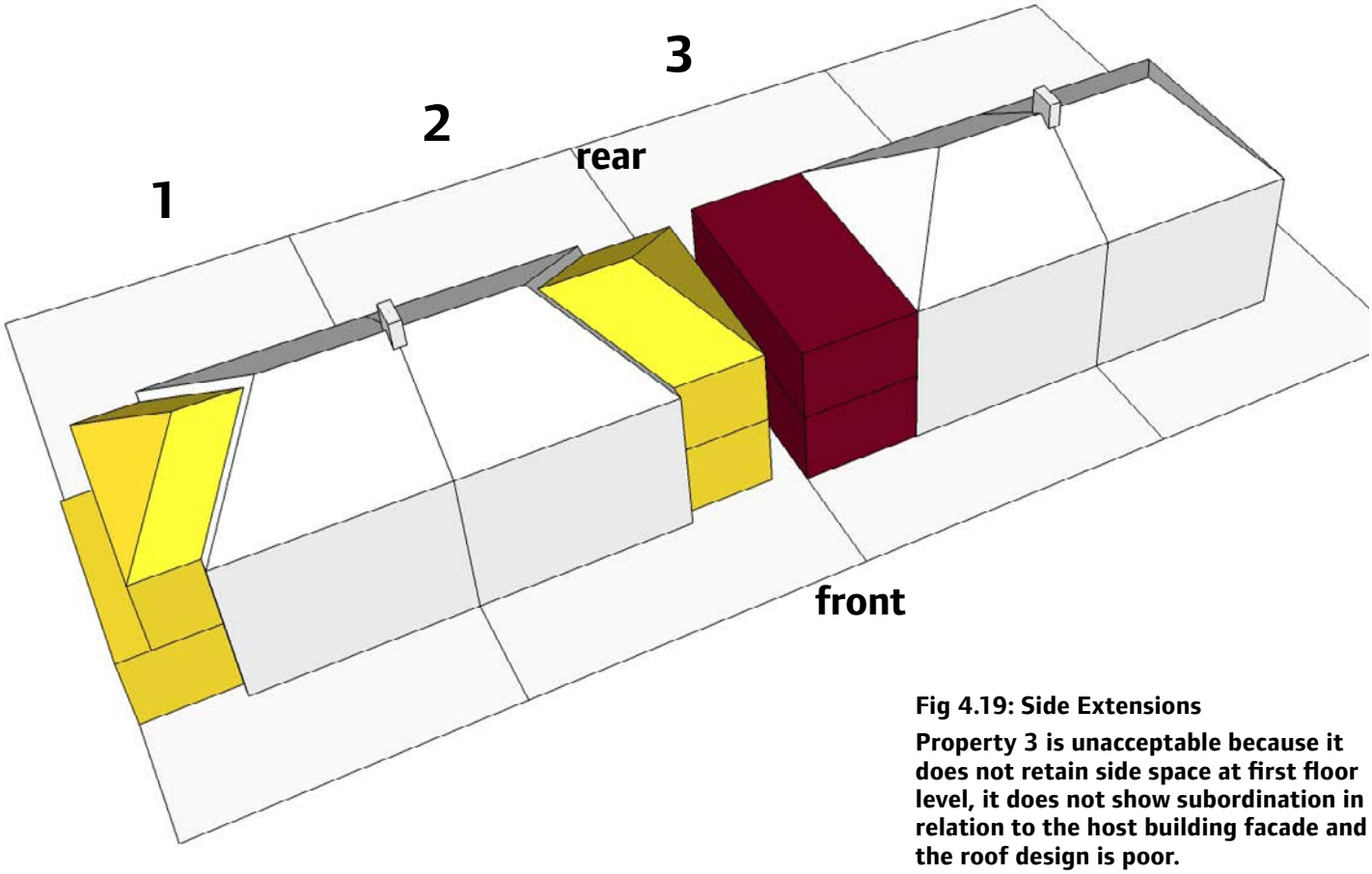


Fig 4.19: Side Extensions

Property 3 is unacceptable because it does not retain side space at first floor level, it does not show subordination in relation to the host building facade and the roof design is poor.

- **Generally acceptable**
- **Generally acceptable but not in Conservation Areas**
- **Generally unacceptable**

4 Extensions

4.5 Infill extensions

4.5.1 Lewisham has many L-shaped buildings. They often have back to back, two or more storey rear projections or returns (sometimes known as 'outriggers'). The rear projections are always subordinate to the main house - in width, length of the rearward projection and roof ridge height. Original rear projections were never full width which allowed there to be windows and doors on the rear and side elevations.

4.5.2 **General design principles**

- Extensions should be no more than one single storey in height.
- Extensions should generally not be more than 3m deep for terraced or semi-detached properties. Deeper extensions may be acceptable for detached properties or on large plots. Under no circumstances should the extension take up more than half the depth of the original rear garden/yard to avoid the overdevelopment of sites.
- In working out garden depth, outbuildings are taken into consideration (i.e. they will reduce the depth of the remaining garden).
- When planning a rear extension and where this involves a typical L-shaped terrace property, new designs should respect the original form of the existing building.

Single storey infill extensions

4.5.3 A single storey infill extension which infills the space between the original rear extension and the shared boundary. In some cases this will include the removal of the existing side wall of the outrigger at the ground floor to create a more open plan space.

4.5.4 **Design principles for single storey infill extensions**

- The design of the extension should be high quality and should either match or, if a contemporary design approach is taken, should complement the host property. The extension should always remain subordinate to the host property.
- Pitched roofs should not wrap around first floor windows and there should be at least the height of 2 to 3 bricks between the highest point of the roof of the extension and any first floor window in the host property.
- Single storey infill extensions can, if too high have a detrimental impact on neighbouring amenity, particularly in terms of sense of enclosure, daylight and outlook. Therefore it is important to ensure that the height proposed is justified and causes no or minimum impact.
- The height of infill or wrap around extensions will be dependent on the scale of the outrigger, width of the garden and depth of the proposed extension. As a general rule, extensions extending up to 3m in length should be no more than 3m in height, beyond that the height needs to be considerate of the impact of the adjacent property.
- Extensions which exceed 3m in length and exceed a height of 2.5m on the boundary are unlikely to be supported. Lower height may be required depending on special circumstances, eg ground level differences.
- Diagram 3.1 in Section 3 sets out a simple test to check the acceptability of extensions where they are close to neighbouring windows.

4.5.5 **Additional guidance for conservation areas**

Alterations within conservation areas should be of the highest quality design using high quality materials.

Infill extensions with a modern, lightweight appearance are generally more successful when considering these types of extensions in order to allow the original rear return to remain evident.

Alterations to the basic form of the rear return other than on ground floor level are likely to be resisted.

The removal of the existing side wall of the outrigger at the ground floor to connect with the infill extension and create a more open plan space is generally acceptable providing it can be demonstrated that the integrity of the building form is retained.

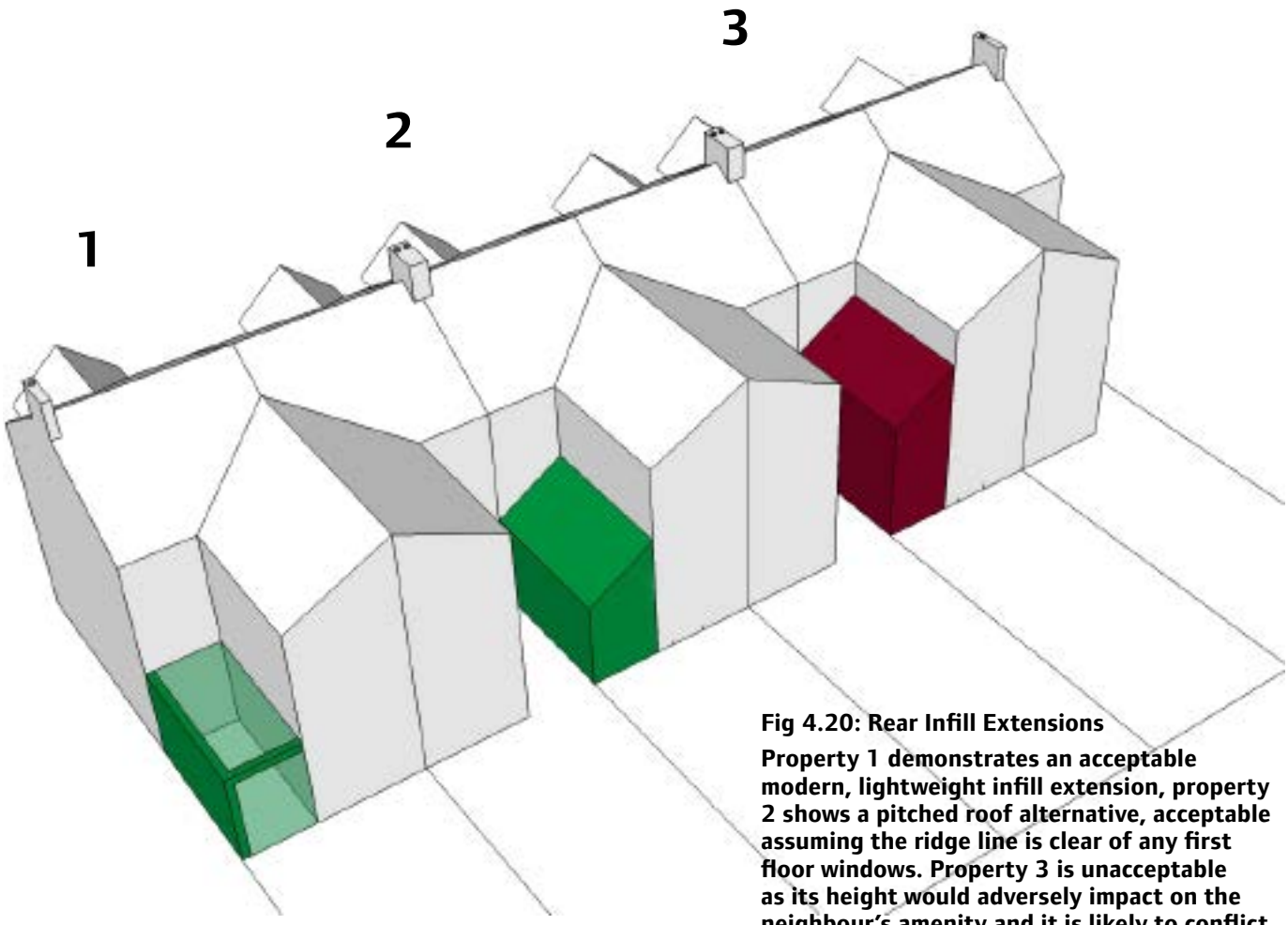


Fig 4.20: Rear Infill Extensions

Property 1 demonstrates an acceptable modern, lightweight infill extension, property 2 shows a pitched roof alternative, acceptable assuming the ridge line is clear of any first floor windows. Property 3 is unacceptable as its height would adversely impact on the neighbour's amenity and it is likely to conflict with first floor windows.

4 Extensions

Wrap around

4.5.6 This type of extension has become more popular and is often done to create a large open plan living space which is linked to the garden. The extension infills the side space as well as extending across the back of the original rear projection.

4.5.7 If too long and too high, such extensions can result in an increased sense of enclosure and loss of light to neighbouring occupiers as well as not being subordinate to the host property.

4.5.8 **Design principles for wrap around extension**

- The design principles for infill extensions set out above also apply to wrap around extensions.
- Wrap around extensions should be clearly readable as additions and respect existing building form.
- These extensions are generally in excess of 3m in length and therefore the height on the boundary is a key consideration.
- The height of infill or wrap around extensions will be dependent on the scale of the outrigger, width of the garden and depth of the proposed extension. As a general rule, extensions extending up to 3m in length should be no more than 3m in height, beyond that the height needs to be considerate of the impact of the adjacent property.
- Extensions which exceed 3m in length and exceed a height of 2.5m on the boundary are unlikely to be supported.
- Diagram 3.1 in Section 3 sets out a simple test to check the acceptability of extensions where they are close to neighbouring windows.

Fig 4.21: Poorly considered infill extensions can result in left over, narrow, external "corridor" spaces.

Fig 4.22: This wrap around extension pitches to achieve an appropriate height on boundary.

Brockley: SAM Architects and Lunar Architects

Image Credit: SAM Architects and Lunar Architects

4.5.9 **Additional guidance for wrap around extensions in conservations areas**

The design principles for infill extensions set out above also apply to wrap around extensions.

In conservation areas wrap around extensions will only be considered where the applicant can demonstrate exceptional design quality.

In these cases the onus is on the applicant to demonstrate that the characteristics and integrity of the existing property are maintained and that the impact on neighbouring properties is not significant.

A modern, high quality design is generally more successful when considering these types of extensions.

You are advised to seek pre-application advice. Please consult the Council's website for further information.

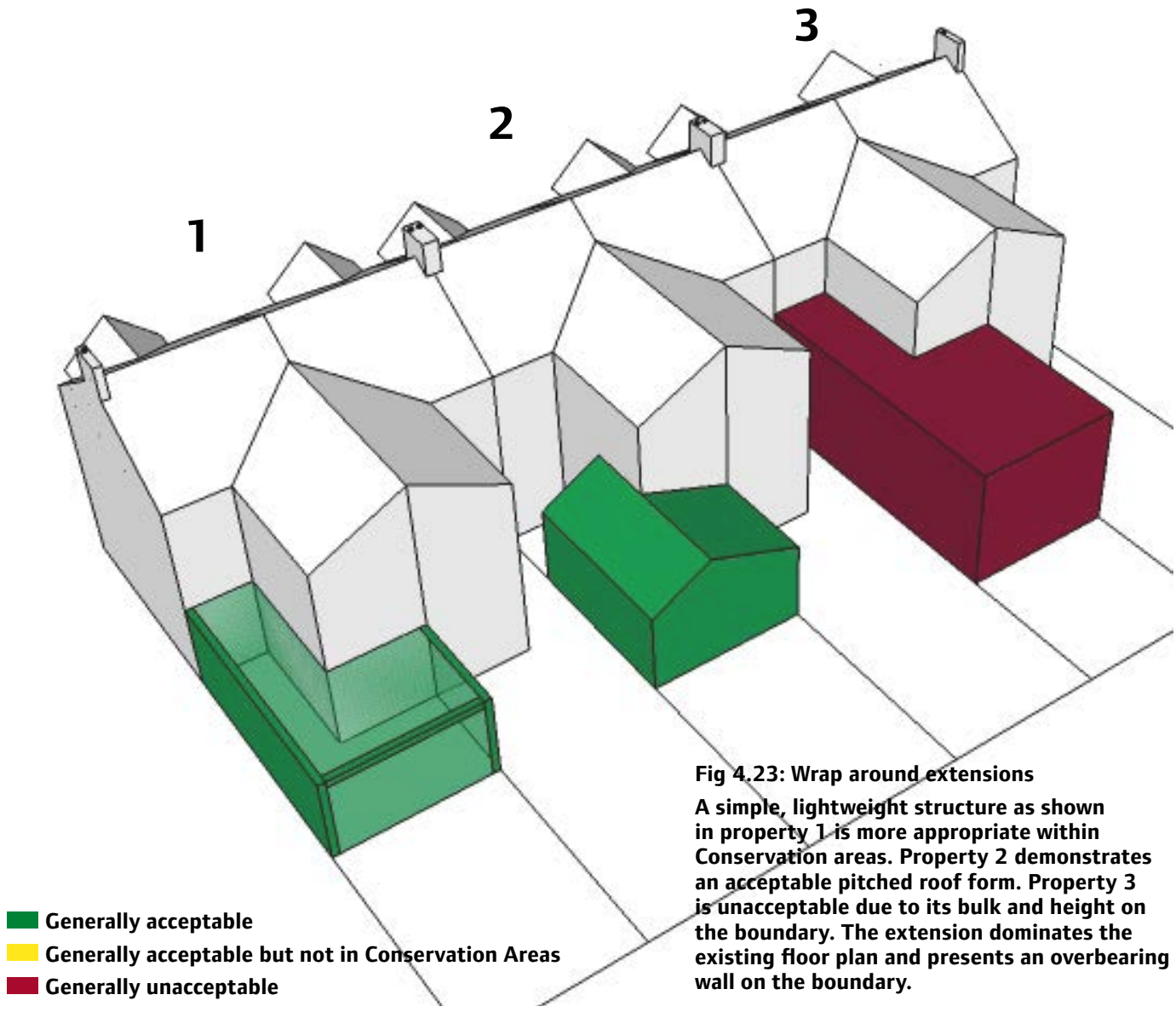


Fig 4.23: Wrap around extensions

A simple, lightweight structure as shown in property 1 is more appropriate within Conservation areas. Property 2 demonstrates an acceptable pitched roof form. Property 3 is unacceptable due to its bulk and height on the boundary. The extension dominates the existing floor plan and presents an overbearing wall on the boundary.

4 Extensions

4.6 Front extensions and porches

4.6.1 Residential buildings in Lewisham generally follow a clear and established building line. Building facades tend to be in the same plane, although often enriched with architectural features such as piers, door surrounds and window bays.

4.6.2 Modern projections beyond the established building line can be highly disruptive elements within the streetscape.

4.6.3 Whilst many porches may be covered under permitted development, extensions to the front of buildings are rarely desirable as they are highly visible in the street scene; can unbalance a building; create undue prominence and/or disrupt the continuity of a terrace or group.

4.6.4 **Additional guidance for conservation areas**

In most cases front extensions and porches will be resisted in conservation areas. They can disrupt: the uniformity of front elevations in a group of terraces; the symmetry of pairs of semi-detached properties especially where designs and materials differ from each other.

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.

Fig 4.24: Unacceptable because the front extension dominates the street elevation.

Fig 4.25: Unacceptable because the front extension appears incongruous to the host property and street scene.

4.7 External staircases and platforms

4.7.1 As a general principle the Council will not support external platforms (roof terraces, landings, balconies) and staircases to the side or rear elevations of properties above ground floor level where they are conspicuous and likely to give rise to overlooking and loss of privacy. In most instances external platforms and stairs are difficult to design and incorporate into the established street scene without causing both design and amenity concerns. The Council appreciates that they can afford dedicated external amenity or/and access to the ground floor garden amenity where no or convoluted access exists. However the benefit to the householder are, in most cases, outweighed by the wider impacts.

4.7.2 While some overlooking can be mitigated by the erection of screening, the screening itself can result in additional impacts due to its height (necessary to prevent overlooking), materials and general design. The design of a rear staircase can be compromised by the available space and the need to meet building regulations. Furthermore, open tread staircases can result in overlooking of any ground floor window below the stairs where that window serves a separate unit and conversely. Closed tread staircases can restrict light to the said window.

4.7.3 **Additional guidance for conservation areas**

External stairs are unlikely to be supported in conservation areas. Most residential properties in the borough would not historically have had external stairs and their routing can have detrimental impacts on the elevations of historic buildings, and detract from the overall character of Lewisham's conservation areas.

Some residential properties in conservation areas have balconies at first floor level and where these are a characteristic of a conservation area, their addition on other buildings may be acceptable, subject to design and overlooking issues.

Creation of balconies on roofs that were not originally intended for this use may not be acceptable due to the impacts of the required ancillary structures such as doors and railings.

Fig 4.26: Visually intrusive balustrade detracts from the character of the building by reason of its siting close to the rear elevation.

4 Extensions

4.8 Basements

4.8.1 Some basement developments fall within permitted development rights and therefore do not require planning permission.

4.8.2 Basement extensions can successfully create new accommodation and, subject to flood risk, will be supported where room(s) would provide a good standard of accommodation. This is dependent on the size and shape of the basement room and whether lightwells are provided.

4.8.3 However poorly conceived basement development can significantly harm the character and appearance of the property and the area. Careful consideration needs to be given to the impact that the external expression of the basement would have, including introducing lightwells that enlarge the elevation, loss of soft landscaping, appearance of protective enclosures and cramped refuse and cycle storage.

4.8.4 Due to their nature, basements do not usually result in the same degree of impact on the living conditions of neighbours as above ground works.

4.8.5 Basements can result in other significant harm to garden size, heritage assets (archaeology), trees and landscaping (biodiversity) and drainage and flooding.

4.8.6 **General design principles for basements**

Basement development must:

- Retain sufficient garden space.
- Not extend under the pavement.
- Not materially harm local character or add visual clutter.
- Retain useable front garden space for soft landscaping and refuse and, where necessary, cycle storage.
- Ensure habitable rooms provide a good standard of accommodation in terms of outlook, daylight and sunlight and ventilation.
- Be accessed from the main property and, unless necessary for means of escape, separate access is not appropriate as this would indicate they are to be used as a separate dwelling.
- Retain or replace established landscape features such as trees and hedges.
- Support sustainable drainage and not increase the instances of flooding or exacerbate drainage problems.
- Avoid material harm to the living conditions of neighbours.

4.8.7 **Detailed design principles for basement development**

Size

4.8.8 Basements should generally not be more than one storey below the original ground floor.

4.8.9 Basements including lightwells should not be wider than the original property nor extend more than 3m from the original rear wall of the property or a quarter of the length of the original garden, whichever is less.

Appearance

4.8.10 Front lightwells can have several harmful impacts including on the character of the property and the street, useable space for refuse and cycle storage, provision of soft landscaping and drainage. Where these factors can be adequately addressed, front lightwells will usually be acceptable.

4.8.11 A front lightwell should not: extend more than 1.5m from the original front wall of the property or half of the length of garden, whichever is less; be more than one third of the width of the original property; take up more than a quarter of the area of the front garden. Front lightwells should be centred on the centre line of the main front window. The fenestration should be in line and proportionate with the main front window, in a style that does not harm the character of the property.

4.8.12 All proposals for front lightwells should be accompanied by a front garden layout that shows: maximum retained or enhanced soft landscaping (particularly to screen the lightwell); adequate refuse storage and where necessary, cycle storage; permeable surfaces to support drainage. Protective grilles or enclosures should be designed to complement the character of the property and the area. Proposals that add unacceptable clutter to the street scene or result in cramped front gardens will be resisted.

Standard of accommodation

4.8.13 Dwellings located mostly in a basement will usually be resisted as they do not provide a good standard of accommodation in terms of outlook, daylight and sunlight and ventilation.

4.8.14 Habitable rooms will generally be reliant upon a lightwell for outlook, daylight and sunlight and ventilation. Where a lightwell is not acceptable or its size is restricted, it will usually not be appropriate to locate primary residential accommodation (e.g. living or dining rooms, kitchens, bedrooms) in the basement.

4.8.15 The basement headroom should be a minimum floor to ceiling height of 2.4m.

4.8.16 Basements should be naturally ventilated where possible. Where natural ventilation cannot be achieved, mechanical ventilation may be acceptable subject to a suitable acceptable scheme.

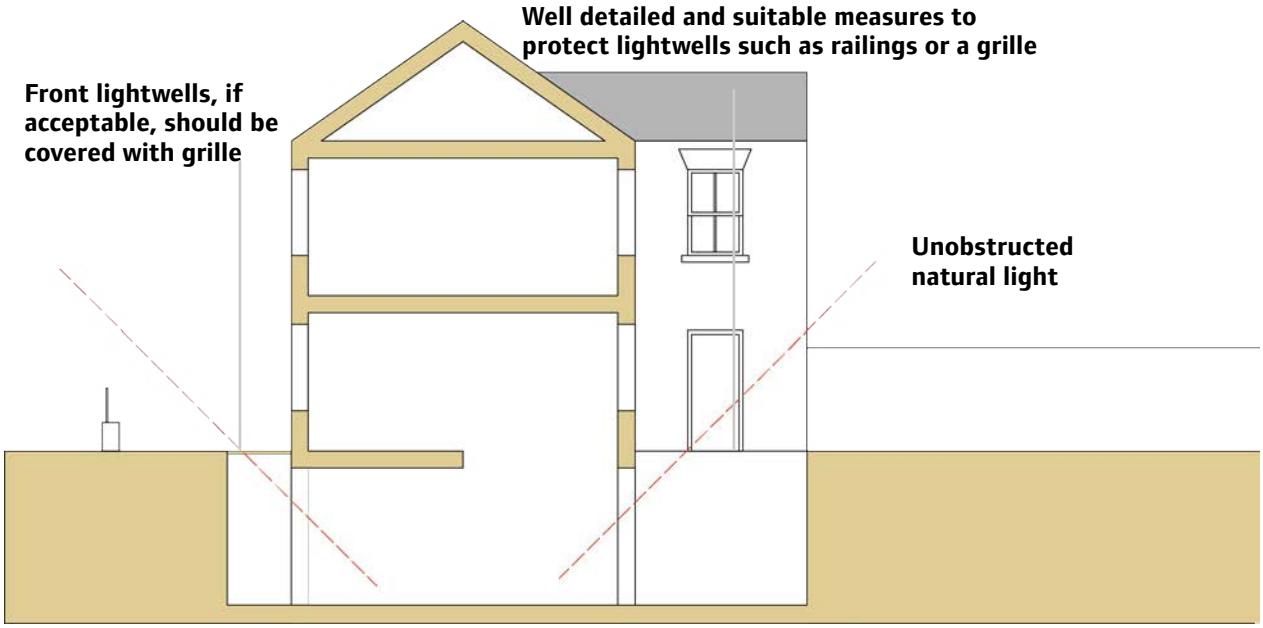


Fig 4.27: Section showing good practice and no impact on street

4.8.17 Full details of any mechanical ventilation system and a noise report should be submitted with the application. This should also detail the location of pumps and fans so that the impact on neighbouring properties can be assessed.

Gardens and soft landscaping

4.8.18 Construction of basements and lightwells can have a direct or indirect impact on survival of trees and other soft landscaping. They can also result in the loss of gardens. In isolation and cumulatively this can negatively affect the character of an area, biodiversity and drainage.

4.8.19 Care must be taken not to damage established landscape features such as trees or hedges and their roots (including those in neighbouring gardens or street trees which are likely to run under your property). Where development is likely to affect such features an Arboricultural Impact Assessment should be provided. It should demonstrate that: trees of value will be retained; the impact on retained trees (during and post construction) will be minimised; sufficient rooting volumes and access to deep soil areas will be provided to ensure long term survival of trees. Should landscape features need to be removed then appropriate replacement(s) should be provided following the 'right place, right tree' principle.

4.8.20 Proposals should ensure a minimum 1m depth of soil above the basement where it is beneath the garden to retain planting. A section should be submitted demonstrating the soil and planting depth on top of the basement that extends under the garden.

Archaeology

4.8.21 Further specialist advice may, in certain circumstances, be required when considering basement extensions in the part of the borough covered by Archaeological Priority Areas (APAs). Depending on the location and scale of works proposed, a condition requiring a programme of archaeological work may be attached to planning permissions for basement extensions in APAs. For further information, please contact the Greater London Archaeological Advisory Service.

Flood risk

4.8.22 Basement development is highly vulnerable to all forms of flooding.

4.8.23 Development in flood zones 2 and 3, and in areas of localised flooding, are to be accompanied by a site-specific Flood Risk Assessment, prepared by a suitably qualified professional.

4.8.24 Basement extensions accessed from upper floors above flood level are classed as 'more vulnerable'. In flood zone 3 you will need to consider extra flood resistance and resilience measures. Further guidance can be found in the Government's Flood Risk Assessment: Standing Advice.

4.8.25 Self-contained basement dwellings are classed as 'highly vulnerable' and are not permitted in flood zone 3.

Living conditions of neighbours

4.8.26 Due to their subterranean nature, basement extensions generally do not result in material planning harm to the living conditions of neighbours. Where unacceptable harm would arise, basement development would be resisted.

Other consents and technical details

4.8.27 Certain aspects of basement development are not controlled by the planning system. Planning policies cannot duplicate matters dealt with by other legislation. Planning decisions cannot therefore be based on compliance or non-compliance with these other legislative requirements, including:

- Building Control: Building Regulations apply to conversion of existing basement to habitable use and excavating a new or extended basement. These control matters such as structure, fire safety, ventilation, drainage, waterproofing, insulation, sound proofing, heating systems and access.
- Party Wall Act: The Act controls matters such as structural stability, method of construction and impacts on neighbouring properties.
- Environmental Protection and Control of Pollution Act: These Acts control matters such as nuisance from noise, dust and odour.
- Thames Water: They request all basement development incorporates a positive pumped device or other suitable flood prevention device to avoid the risk of sewage backflow causing sewer flooding.

4.8.28 **Additional guidance for basements in conservation areas**

In conservation areas the main issues relate to the external elements of subterranean development, as the cumulative effects of lightwells and roof lights, perimeter railings, access arrangements and exposed masonry diminish distinctive local character.

Where such features are not typical of the street scene, new lightwells abutting the front elevation of a building will be resisted, as they are visually intrusive elements contrary to the original architectural intention. Their presence alters the proportional qualities of the facade above, changes the relationship between the host building and its setting and frequently results in the loss of softly landscaped garden space.

In cases where a modestly proportioned and discreetly located lightwell may be acceptable, the architectural treatment of the building frontage above should extend fully into the basement area and be designed to reflect the subordinacy of this floor level. A horizontal grille over the lightwell can often provide a secure and less visually intrusive alternative to guard rails.

Within conservation areas, the Council will adopt a strict application of the general design standards for lightwells, railings and other features associated with subterranean development.

5 Guidance on roof alterations

Hawksley Heights, Hackney: Gruff architecture & design

Image Credit: Ben Blossom

5.1 General guidance

5.1.1 This section begins by offering general guidance which will be applicable to all roof alterations. It then continues to offer more advice about what kind of roof extension may be appropriate for the type of roof that you have and then further detailed guidance on each kind of roof extension. This section will help you to understand:

- What kind of a roof do I have?
- What kind of an extension or alteration can I do?
- Specific guidance on the type of roof alteration.

5.1.2 The roof form of a house and other houses in a street make a significant contribution to the character of an area. Roof extensions and alterations should be designed to complement the individual house and existing streetscape.

5.1.3 It is extremely difficult to provide guidance for every circumstance across Lewisham. This guidance is general and each case will be taken on its own merit.

5.1.4 There are some fundamental principles which must be followed in all cases:

- It will generally not be acceptable to raise the ridge height of the main roof or for the extension to be higher than the existing ridge height.
- Changes to the angle of the pitch are not likely to be permitted to the front.
- Alterations to front roof slopes are unlikely to be supported.
- The architectural integrity of a building must not be harmed by any roof extension or alteration.
- It is important to provide a roof form which is appropriate to the building and adjoining properties. This means that the changes must take into consideration the architectural language and proportions of the existing dwelling and its neighbours.
- Any plant space must be incorporated within the roof extension and not be visible from the street.
- Materials for extensions and alterations should be of a high quality.
- Your proposal drawings must include elevations of the whole of the existing building and neighbouring properties as well as the proposed extension / alteration, so that the effect on the building within its context can be assessed.
- When flat roofs are proposed, the option of having a green/living should be explored and would be supported.

5.2 Additional guidance for conservation areas

5.2.1 Conservation areas will have further restrictions in place which may include the use of Article 4 Directions and SPDs (Brockley Conservation Area).

5.2.2 Additional guidance for homes within conservation areas (over and above the general guidance) are outlined within these boxes for each type of roof extension.

5 Roof alterations

5.3 What type of roof do I have?

5.3.1 There are several traditional roof forms in Lewisham including the London pitched roof, hipped, M-roof, flat, chalet style and London butterfly roofs. The form of any proposed roof conversion or alteration should be designed to respect the original type of roof. You might find it useful to identify which style of roof your dwelling has and turn to the corresponding page for advice.

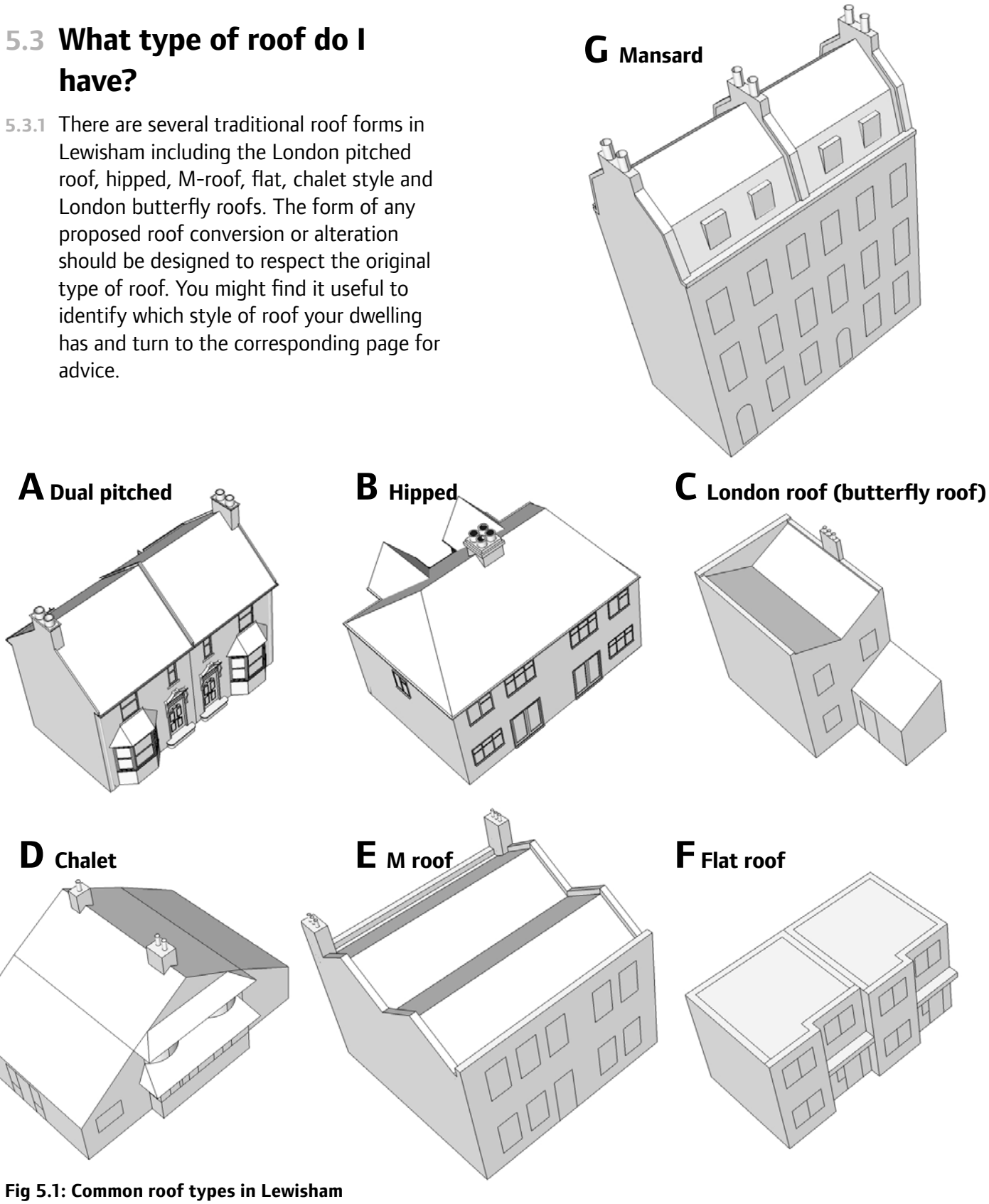


Fig 5.1: Common roof types in Lewisham

A. Dual pitched roof

5.3.2 This is the most common form of roof. It comprises a front pitch and a rear pitch. The end of terrace dwellings generally have gabled ends but may also have hipped roofs.

5.3.3 **Design considerations**

- Many of the roofscapes of the borough's streets are characterised by the matte finish of unbroken pitched roof roofslopes. As such roof alterations should preferably be located to the rear.

B. Hipped roof

5.3.4 A hipped roof has all of its sides sloping. They have no gables or vertical sides to the roof.

5.3.5 Hipped roofs are common on detached dwellings, at the end of terraces and semi-detached pairs. The hip is a way of creating a feeling of spaciousness between buildings that often adds to the character of the street.

5.3.6 One form of hipped roof is the Crown Roof which can be found in Brockley, Blackheath, Culverley Green and Telegraph Hill. Crown Roofs have a pitch on either side and a flat area on top.

5.3.7 **Design considerations**

- Symmetry is an important consideration. You will need to ensure that any proposal does not harm the design integrity of the host building, the unity of a group of buildings or lose the sense of spaciousness between buildings. In Conservation Areas, it is not usually acceptable to change the form of this kind of roof to one side of a pair only.

C. London roof (butterfly roof)

5.3.8 The butterfly roof is usually concealed on the front facade of the building, by a parapet. On the rear facade, it is visible, with the party wall following the 'V' shape of the roof forming a distinctive pattern at the back of the terrace. The front parapet forms a uniform cornice line on the street frontage behind which no roofslopes are visible, which is an important townscape feature of Georgian Streets and early Victorian Streets.

5.3.9 **Design considerations**

- There are many terraces of larger 3 - 4 storey 17th - 18th century houses with collective groups of London roofs (2) in the Borough. They are considered an important historic typology and when considering an appropriate roof extension, you should consider how the V shape is retained and incorporated into the design.

5 Roof alterations

D. Chalet roof

5.3.10 This type of dwelling is usually pitched and gable fronted with a very low eave line between ground and first floor. They are accessed from the side and almost always form part of a semi-detached pair, although there are some terraced examples.

5.3.11 **Design considerations**

- Recently, a number of these types of roofs have been extended under permitted development rights. These have been mainly unsympathetic and have highlighted the harm caused to the street scene by this type of extension when not fully thought through.
- Proposed extensions should ensure that long views are not disrupted and that the sense of symmetry and original character and appearance is retained.

E. The 'M' roof

5.3.12 This type of roof has the form of two parallel pitched roofs resting on three bearing walls, which support the three feet of the 'M'. The ridges of the roof are usually parallel to the building's facades although some may be perpendicular. The gable ends are generally left exposed.

5.3.13 **Design considerations**

- This roof form does not successfully accommodate habitable space because of its low ridge height and form and therefore such development would not be appropriate.
- In order to provide additional accommodation, this roof form would need to be substantially altered or replaced. This would not normally be acceptable.

F. Flat roof

5.3.14 Flat roof buildings are not overly common within the borough but were popularised from the 30's onwards and more so within the 60's and 70's.

5.3.15 **Design considerations**

- If your property has a flat roof, then a roof extension will mean adding an additional floor. The acceptability of this will depend on the effect it would have on the existing street scene in terms of adding massing and height. This type of extension would need to be considered under pre-application advice.
- The Council offers a range of pre-application services including advice on flat roofs. Please consult the Council's website for further information.

G. Mansard roof

5.3.16 The intention of a traditional mansard roof was to provide accommodation at attic level, without having a significant impact on the appearance of the classical facade below. Front and rear faces had two pitches, the upper at a lesser pitch than the lower, which created a recessive form. Dormers were inserted in the lower roof slope, partially hidden behind the continuous parapet wall, with one less dormer than windows on the elevation below.

5.3.17 Generally, traditional mansard roofs were implemented on whole terraces to create a coherent street frontage and were not subdivided by party walls rising above the roofslope.

Montpelier Row - Blackheath

5.3.18 **Design considerations**

- Dormer windows would be the only acceptable alteration to a mansard roof, if not already in place.

5 Roof alterations

5.4 Types of roof extensions and alterations

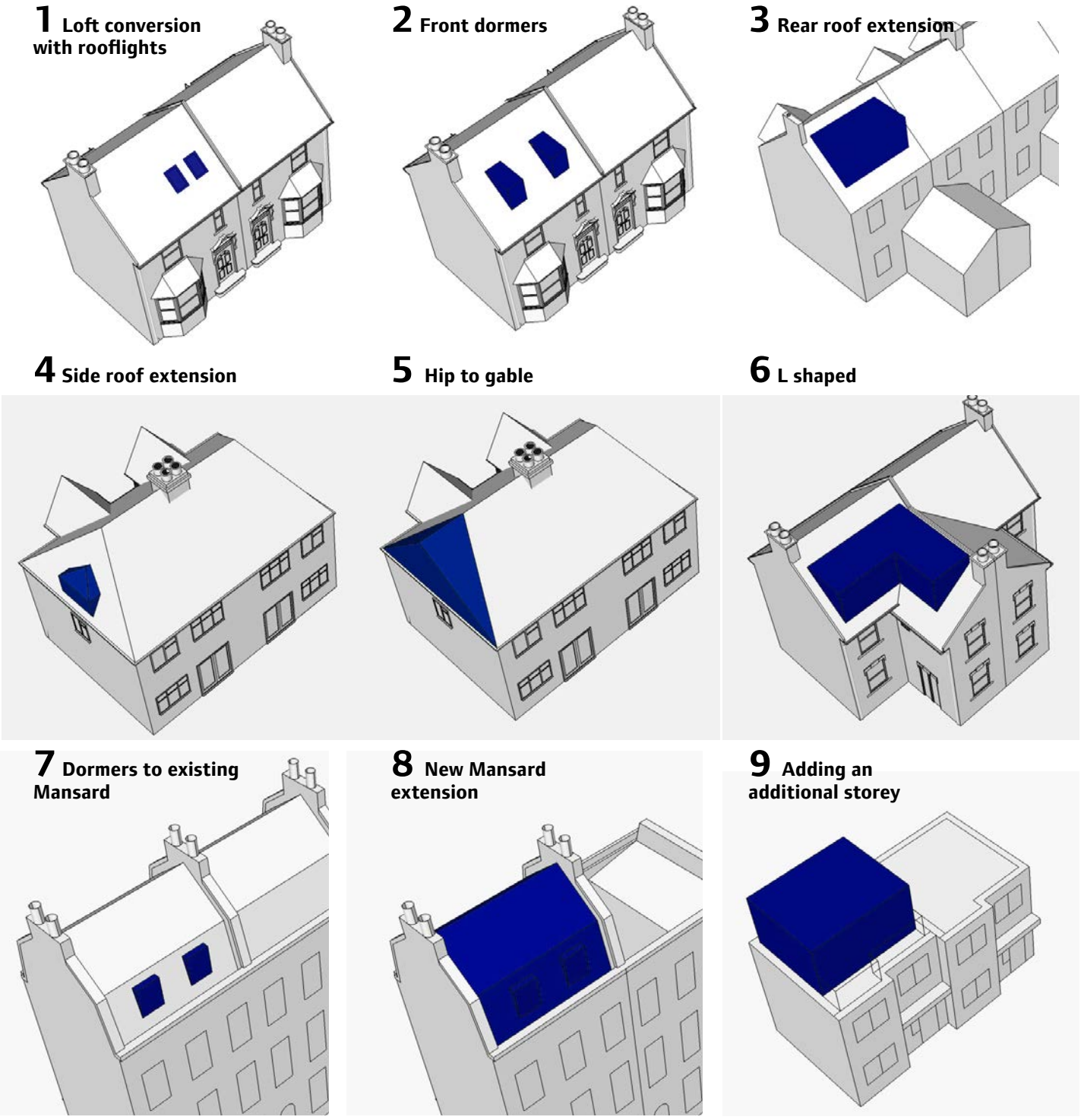


Fig 5.2: Types of roof extensions

		POSSIBLE TYPES OF EXTENSIONS / ALTERATIONS								
		1. Conversion with rooflights	2. Front dormers	3. Rear roof extension	4. Side roof extension	5. Hip to gable	6. L-shaped	7. Dormer windows to existing mansard	8. Mansard extension	9. Extra storey
TYPES OF ROOF	A. Dual pitched	☑	☑	☑	☒	☒	☑	☒	☑	☒
	B. Hipped	☑	☑	☑	☑	☑	☒	☒	☒	☒
	C. London Roofs	☒	☒	☒	☒	☒	☒	☒	☑	☒
	D. Chalet	☒	☒	☒	☑	☒	☒	☒	☒	☒
	E. M Roof	☒	☒	☒	☒	☒	☒	☒	☒	☒
	F. Flat roof	☒	☒	☒	☒	☒	☒	☒	☑	☑
	G. Mansard	☒	☒	☒	☒	☒	☒	☑	☒	☒

Fig 5.3: Possible roof extensions or alterations (outside Conservation Areas) based on roof type

5 Roof alterations

5.5 Loft conversions and roof lights

5.5.1 A loft conversion is a space efficient means of extending the amount of living accommodation in a dwelling. The most significant challenge associated with loft extensions is how to introduce roof lights and/or dormers that are appropriate to the character of the original building and its setting within the street.

5.5.2 Design principles for loft conversions

- Determine if there is enough head space for a room and whether the space would be usable through the installation of roof lights to provide natural light and outlook.
- Structural alterations are usual in such cases and appropriate advice should be sought at the outset.
- There is no minimum floor to ceiling height in the building regulations, but anything below 2.1m will feel low.

5.5.3 Design principles for roof lights

- Roof lights should be subordinate features on the roof and align with windows or other features on the elevations below.
- The insertion of roof lights on roofs with complex asymmetrical forms such as gables, hips, dormers and turrets should be avoided.
- They should also be avoided on the steep slopes of traditional mansard roofs as their appearance here is incongruous.
- Rooflights should ideally be set flush but in any case should not extend more than 150mm above the slope of the original roof.
- Rooflights on slopes forming a side elevation may have to be obscure-glazed to maintain privacy from neighbouring properties.

Fig 5.4: Unacceptable due to irregular roof light sizes and positioning

Fig 5.5: Acceptable - roof lights are discrete, subordinate features on the roof, flush within the roof, aligned with the elevation below and clear from roof ridge

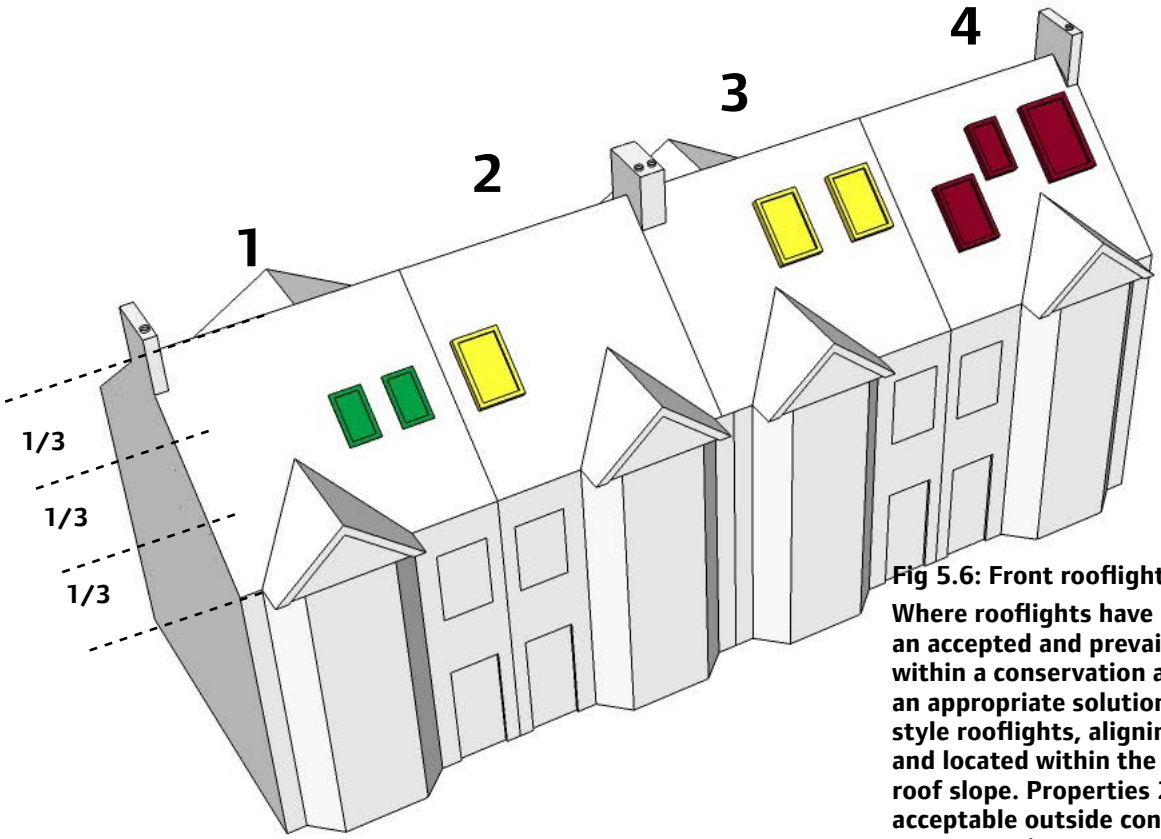


Fig 5.6: Front rooflights

Where rooflights have been established as an accepted and prevailing characteristic within a conservation area, property 1 shows an appropriate solution using conservation style rooflights, aligning with windows below and located within the middle third of the roof slope. Properties 2 and 3 are deemed acceptable outside conservation areas. Property 4 is unacceptable.

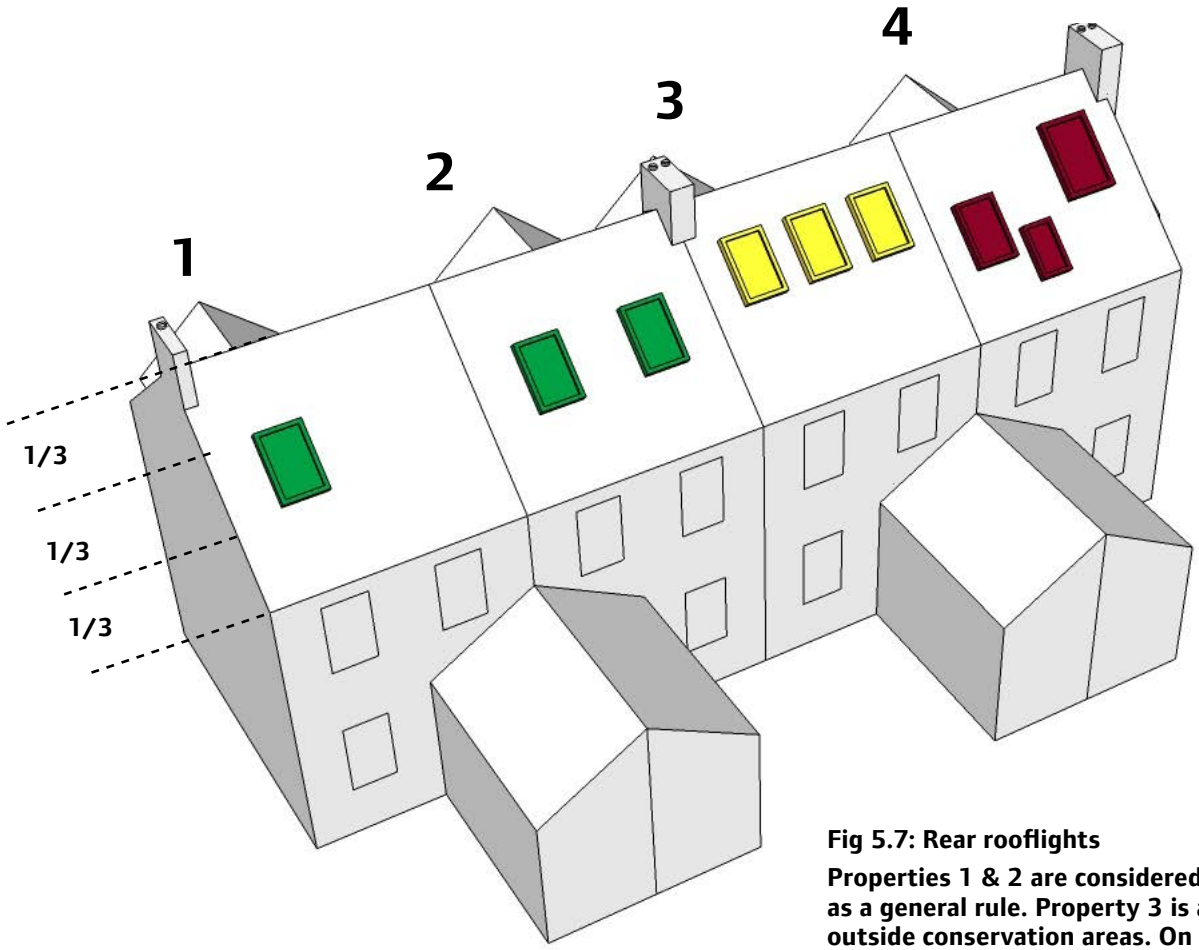


Fig 5.7: Rear rooflights

Properties 1 & 2 are considered appropriate as a general rule. Property 3 is appropriate outside conservation areas. On heritage assets and within conservations areas noticeably smaller rooflights than those illustrated will normally be sought. Property 4 is unacceptable.

Generally acceptable
Generally acceptable but not in Conservation Areas
Generally unacceptable

5 Roof alterations

5.5.4 Additional guidance for roof lights in conservation areas

The roofscapes of the borough's conservation areas are generally characterised by the matte finish of unbroken roofslopes.

If conspicuously located, rooflights can be visually intrusive, alien elements which harm the distinctive character of the host building and diminish its contribution to the special qualities of the conservation area.

Rooflights should be few in number and generally restricted to the rear or least visible roofslopes.

Where traditional 'conservation style' rooflights have been established as an accepted and prevailing characteristic on front roofslopes, proposals for small traditional 'conservation style' rooflights may be acceptable. (see picture below)

These should be black aluminium or another metal material and set flush within the roofslope.

Wide rooflights are detrimental to the appearance of a roof, and new/ replacement rooflights should not exceed 600 mm in width. They should relate well to the scale and proportions of the elevation as a whole, aligning with the windows below, or centering on the spaces between them where appropriate.

Rooflights should be set within the middle third of the roof slope, and remain well away from chimneys, gables, ridges, verges and eaves. If more than one rooflight is proposed, they should be set at the same level and evenly spaced or in line with fenestration below.

Irregular rooflight size and positioning is not acceptable and will be resisted.

Rooflights on side elevations will only be acceptable where they are least visible from the street and preferably located behind or to the rear of the chimney.

For additional information, please consult with the respective conservation area appraisals and management strategies documents.

Fig 5.8: Unacceptable in conservation areas due to its protruding form

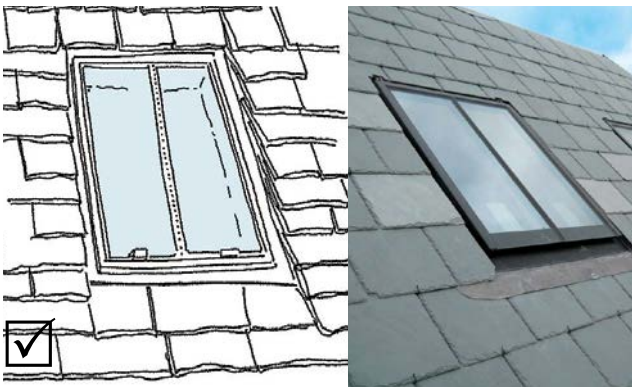


Fig 5.9: Rooflights in conservation areas should be small traditional 'conservation style' set flush within the roofslope

5.6 Front dormers

5.6.1 Traditional dormer windows were designed as features principally to provide light and ventilation and not to provide additional usable floorspace.

5.6.2 The addition of front dormers can have a significant impact on the character of the dwelling and the street.

5.6.3 As such dormer windows to front elevations are normally resisted.

5.6.4 **Design principles for front dormer extensions**

- Where front dormers are an accepted and prevalent characteristic of the area, they are acceptable subject to modest size and simple, complementary design, remaining subordinate to the building and the windows below.
- They must sit well clear of ridge, verges, eaves, chimneys and gables, and should be centrally placed on the roofslope, or aligned with the windows below.

5.6.5 **Additional guidance for conservation areas**

In most cases front dormers will be resisted in conservation areas

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.

Fig 5.10: Unacceptable due to the dormers bulky nature and poor relationship with the elevation below

Fig 5.11: Acceptable due to its slender, subordinate form and alignment with the elevation below

5 Roof alterations

5.7 Rear dormers

5.7.1 Rear dormers are considered an acceptable way to provide additional space within a dwelling and in general have a limited impact on the street.

5.7.2 **Design principles for rear dormer extensions**

- Dormer windows to the rear should either be of traditional form to relate sensitively to the host building or, if a contemporary approach is taken, they should demonstrate exceptional architectural quality.
- Dormers should be well spaced and positioned within the existing roof slope.
- Set in from the party wall on each side by at least 0.3m, a minimum of 0.3m below the ridge line, 0.3m from the edge of any hip and at least 0.3m above the existing eaves line.
- If neighbouring roofs have already extended their rear roof significantly, the proposed roof form should take this into consideration to ensure it does not contribute to a group of mismatched roof forms.

Fig 5.12: Acceptable example of dormer. They respect the proportions of the windows below and are an appropriate size

- Applications of a generic nature with tile cladding and UPVC windows will be resisted.
- The use of high quality materials is expected. Materials must be part of an architectural response and details of each material and sample should be submitted.
- The arrangement of windows should relate to the arrangement on lower floors.
- Any balconies or insets that may impact on the privacy of neighbouring properties will be resisted.
- Inset dormers such as property 5 in fig 5.15 should be significantly set in from the eaves line.

5.7.3 **Additional guidance for rear dormers in conservation areas**

Traditionally, dormer windows allowed natural light into the attic space, not as a means of providing additional space.

Traditional dormer windows were smaller in size than the windows on the elevations below the dormer and thereby reflected the hierarchy between floors.

Dormer windows should be modest in size and of simple, complementary design, remaining subordinate to the building and the windows below the roof.

They must sit well clear of ridge, verges, eaves, chimneys and gables, and should be centrally placed on the roofslope, or aligned with the windows below the roof. Careful attention must be given to the thickness and profile of the window frames and glazing bars.

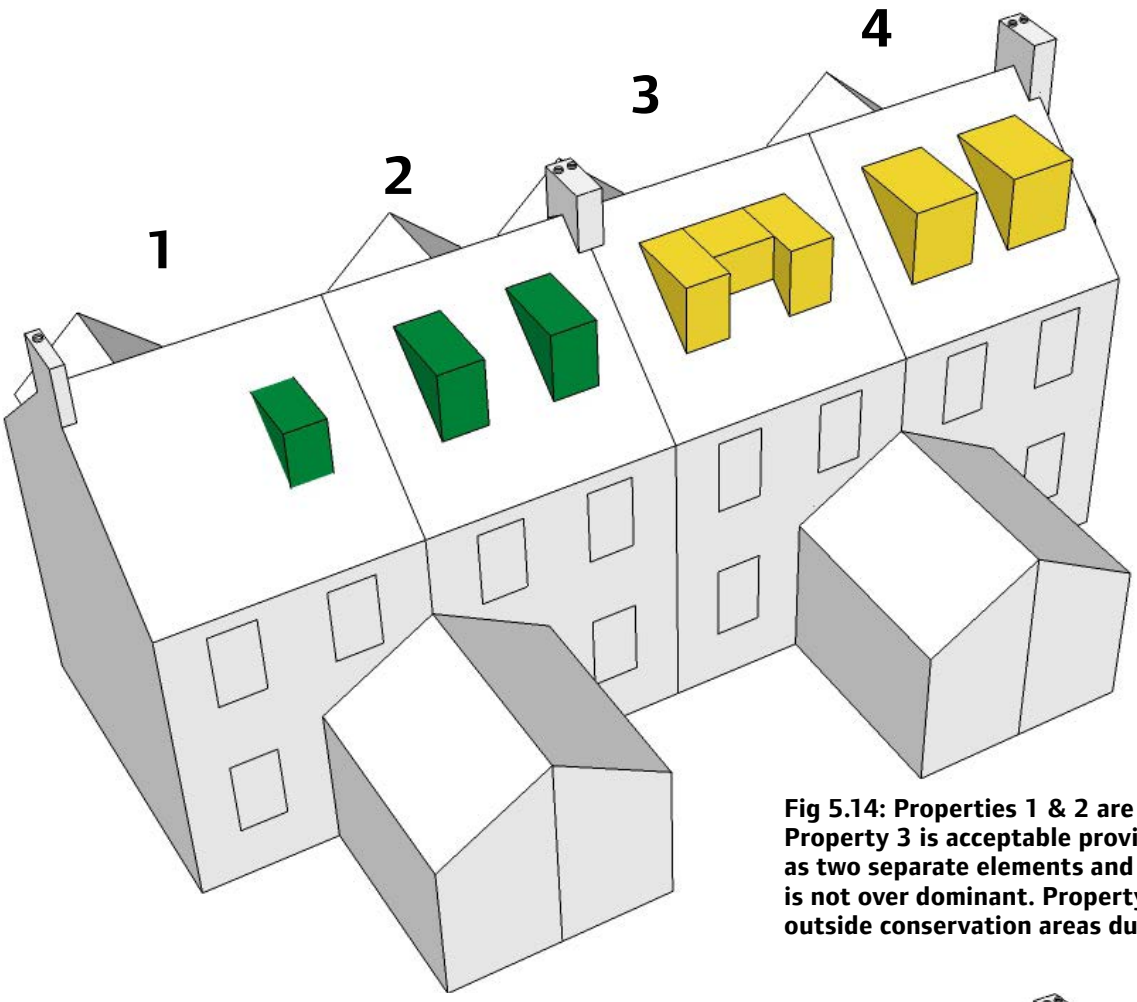


Fig 5.14: Properties 1 & 2 are acceptable in all areas. Property 3 is acceptable providing the dormers read as two separate elements and the central connector is not over dominant. Property 4 is only acceptable outside conservation areas due to their size and bulk

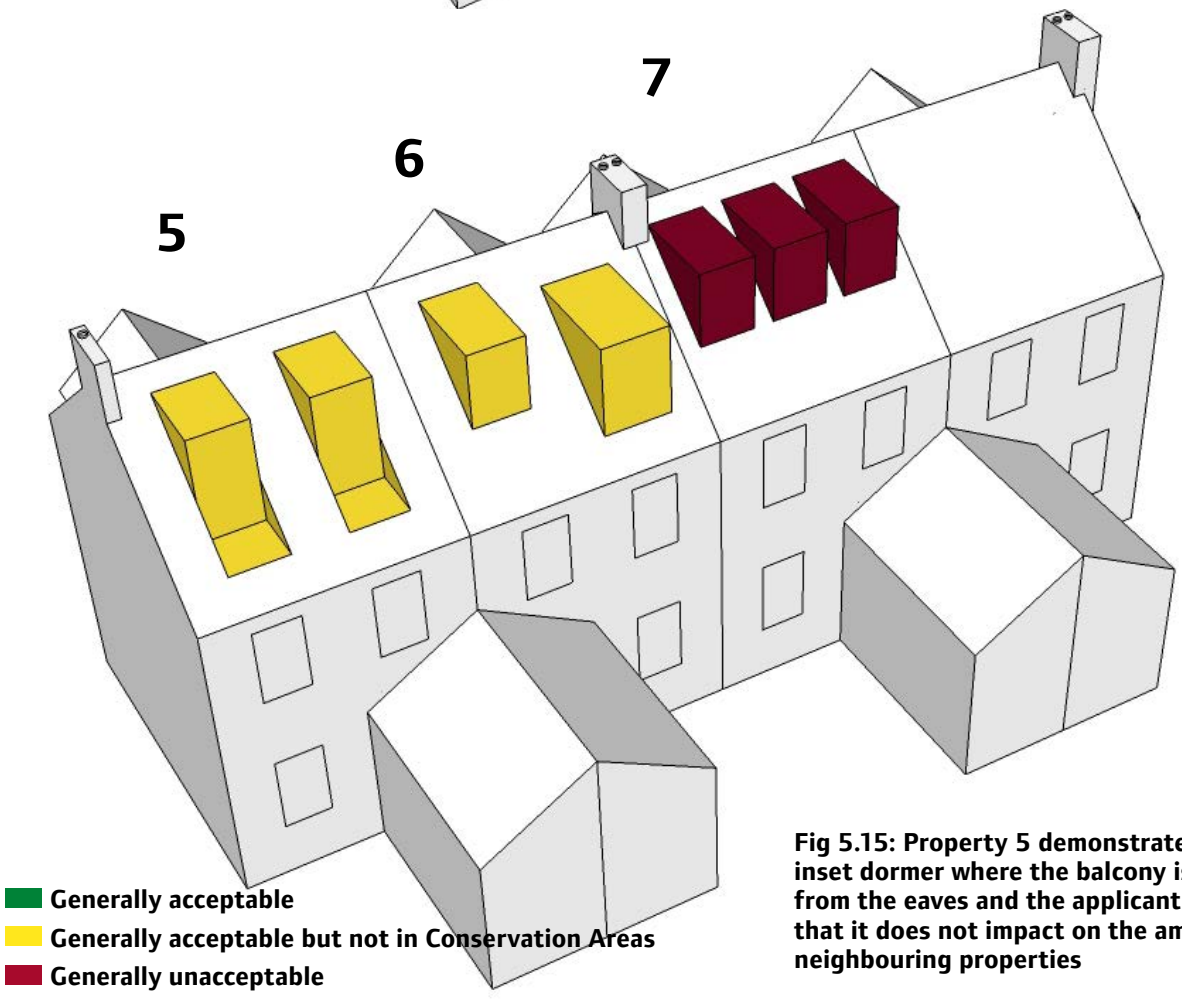


Fig 5.15: Property 5 demonstrates an acceptable inset dormer where the balcony is inset significantly from the eaves and the applicant has demonstrated that it does not impact on the amenity of neighbouring properties

5 Roof alterations

5.8 Rear roof extensions

5.8.1 These need careful consideration. Proposals that disregard character or obliterate the original roof form will not be supported.

5.8.2 **Design principles for rear roof extensions**

- Set in from the party wall on each side by at least 0.3m, a minimum of 0.3m below the ridge line, 0.3m from the edge of any hip and at least 0.3m above the existing eaves line.
- If neighbouring roofs have already extended their rear roof significantly, the proposed roof form should take this into consideration to ensure it does not contribute to a group of mismatched roof forms.
- A modern, high quality design is generally more successful when considering a large rear roof extension. The contemporary design is more likely to contrast with the property and maintain the original integrity of the dwelling.
- Applications of a generic nature with tile cladding and UPVC windows will be resisted.
- The use of high quality materials is expected. Materials must be part of an architectural response and details of each material and sample should be submitted.
- The arrangement of windows within the rear of the extension should relate to the arrangement on lower floors.
- The rear roof extension should not be visible from the street frontage.
- The highest quality of design must be employed and pre-application advice should be sought through the formal planning advice service.

5.8.3 **Additional guidance for rear roof extensions in conservation areas**

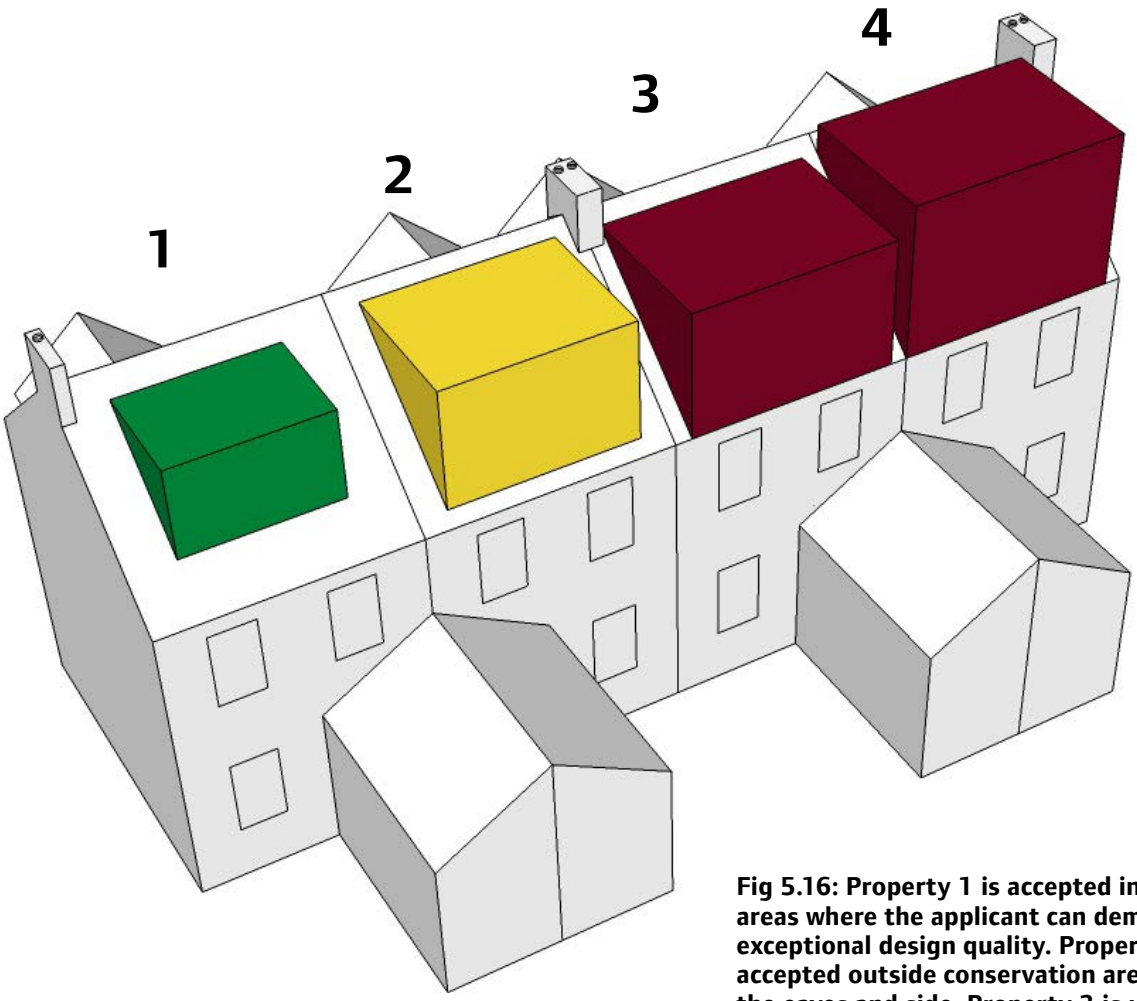
In conservation areas rear roof extensions will only be considered where the applicant can demonstrate exceptional design quality, high quality materials and its location is set in significantly from the eaves, ridge and sides and where the dormer is no wider than two thirds of the original, unextended roof.

In these cases the onus is on the applicant to demonstrate that the characteristics and integrity of the property is maintained and that the impact on neighbouring properties is not significant.

A modern, high quality design is generally more successful when considering a large rear roof extension. The contemporary design is more likely to contrast with the property and maintain the original integrity of the dwelling.

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.

Fig 5.17: Acceptable due to its high quality design and its location respecting the existing gable and not being visible from the street



Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

Fig 5.16: Property 1 is accepted in conservation areas where the applicant can demonstrate exceptional design quality. Property 2 is generally accepted outside conservation areas as it set in from the eaves and side. Property 3 is unacceptable as it fails to maintain the eaves of the roof. Property 4 is unacceptable as it is higher than the existing ridge of the property

Fig 5.18: Acceptable due to its innovative design, high quality materials and its location set in from the eaves, ridge and sides

Fig 5.19: Unacceptable owing to the obtrusive nature of the extension. This obliterates the ridge, gable and sides

5 Roof alterations

5.9 Side roof extensions

5.9.1 A side roof extension is only possible if well designed and where it would not compromise the character of the house or street or a neighbour's privacy.

5.9.2 Side dormers are generally only acceptable where necessary to accommodate a staircase or provide small windows to non-primary accommodation.

5.9.3 **Design principles for side roof extensions**

- Sited well clear of roof edges.
- Set back from the eaves.
- Set down from the ridge line. This is to ensure that long views are not disrupted.
- Extensions must ensure that the sense of symmetry and original character and appearance is not damaged.
- Applicants are advised to consider joint applications with neighbouring properties to ensure the symmetry of the property is not lost.
- If overlooking is a concern, the windows should be obscured glazing and un-openable.

5.9.4 **Additional guidance for conservation areas**

In most cases side roof extensions and dormers will be resisted in conservation areas.

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.

Fig 5.20: Unacceptable as the side dormer alters the symmetry of the pair and harms the original design integrity of the existing building

Fig 5.21: Acceptable as the side dormers are subordinate to the roof and set in from all directions

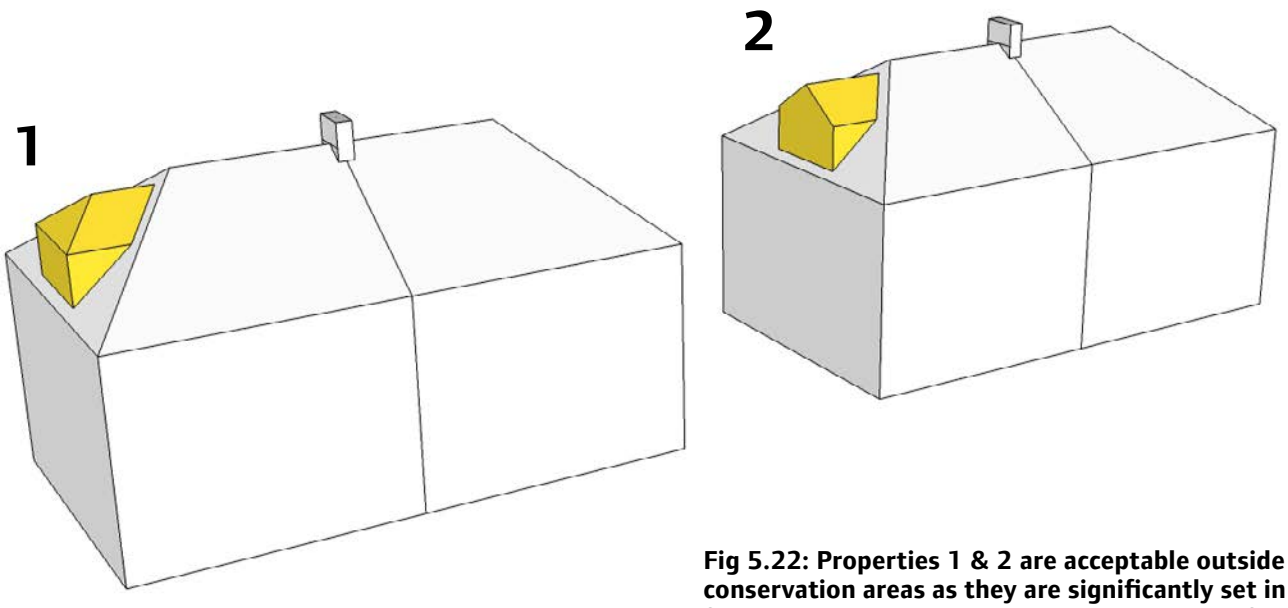


Fig 5.22: Properties 1 & 2 are acceptable outside conservation areas as they are significantly set in from all directions, are subordinate to the roof and match the existing roof profile

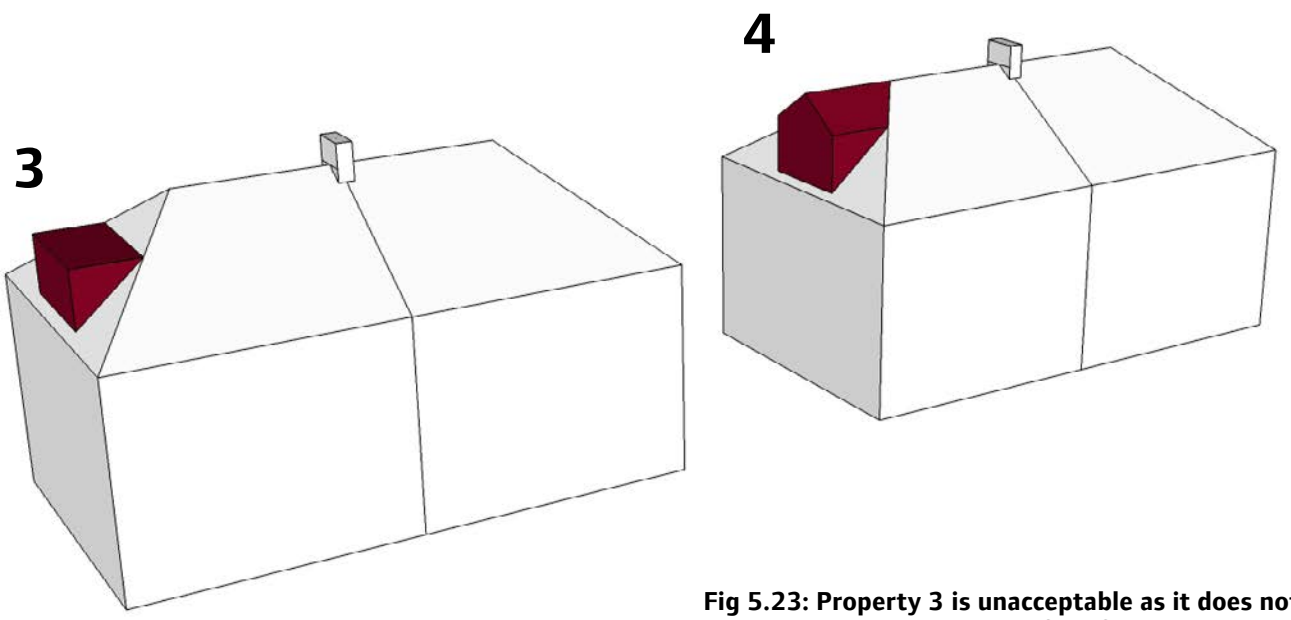


Fig 5.23: Property 3 is unacceptable as it does not complement the existing roof profile. Property 4 is unacceptable as it is not set down from the ridge line

Generally acceptable
Acceptable but not in Conservation Areas
Generally unacceptable

5 Roof alterations

5.10 Hip to gable extensions

5.10.1 In a hip to gable extension a sloped roof edge is brought up to a vertical position to form a gable end.

5.10.2 **Design principles for hip to gable extensions**

- A hip to gable extension on one side of a pair of semi-detached houses or to one end of a terrace may not be acceptable if the sense of openness is an important characteristic of the area and would be materially harmed by this alteration.
- Applicants are advised to consider joint applications with neighbouring properties to ensure the symmetry of the property is not lost.
- Materials must match the existing roof.

5.10.3 **Additional guidance for conservation areas**

In most cases hip to gable extensions within conservation areas will be resisted.

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.

Fig 5.24: Hip to gable extensions will not be permitted in conservation areas on a pair of semi-detached houses.

Fig 5.25: Acceptable as the property is at the end of a terrace.

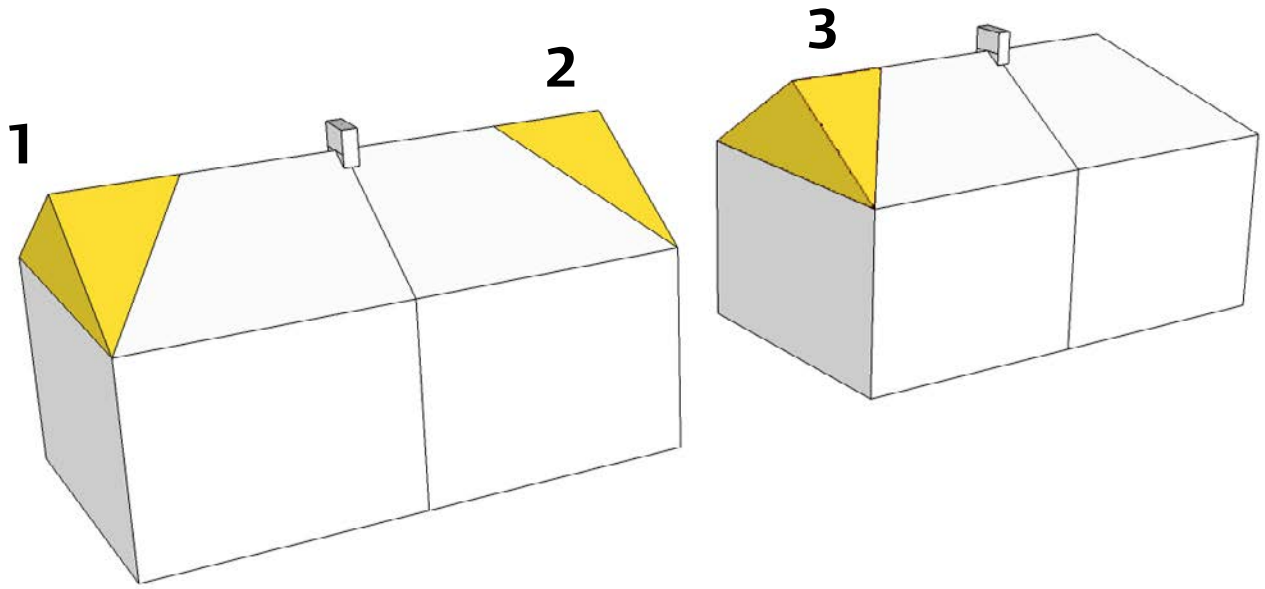


Fig 5.26: Properties 1 and 2 are acceptable outside of conservation areas as they maintain the symmetry of the semi-detached dwelling. Property 3 is acceptable outside of conservation areas as long as the sense of openess - if existing - is retained.

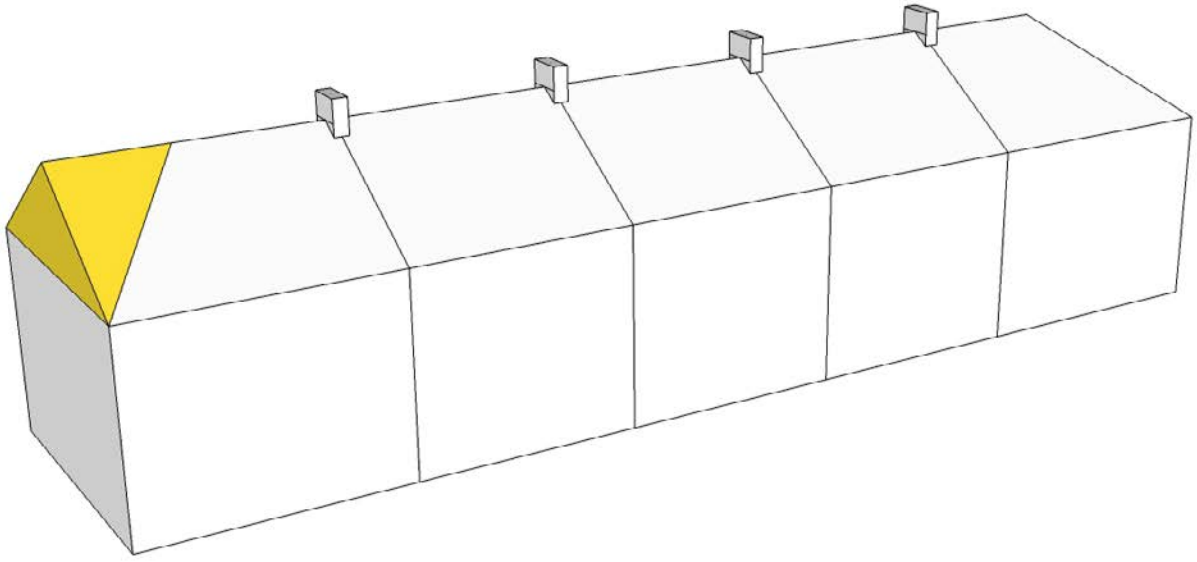


Fig 5.27: Acceptable outside conservation areas as the property is at the end of a terrace

Generally acceptable
Acceptable but not in Conservation Areas
Generally unacceptable

5 Roof alterations

5.11 L-shaped roof extensions

5.11.1 These types of roof extensions are generally considered to be too harmful to the existing roof structure as they do not respect the original roof form. They are therefore not subservient. Only in exceptional circumstances will these be acceptable; for instance where they are common within the immediate context.

5.11.2 **Design principles for L-shaped roof extensions**

- The extension should not be higher than the existing ridgeline of the principle dwelling.
- It should be set up from the existing eaves by a minimum 0.30m.
- It should employ high quality materials and design detailing. Tile clad extensions will not normally be acceptable.
- The extension should not overly dominate the original dwelling and should be significantly set back from the rear return.
- Not all properties with an outrigger are suitable for this type of extension. The design of the extension over the outrigger will depend on the nature of the roof of the outrigger and its relationship with the property. This part of an L-shaped extensions can result in harm to neighbouring living conditions in term of loss of light and overbearing enclosure.
- They should demonstrate exceptional architectural quality and pre-application advice should be sought through the formal planning advice service.

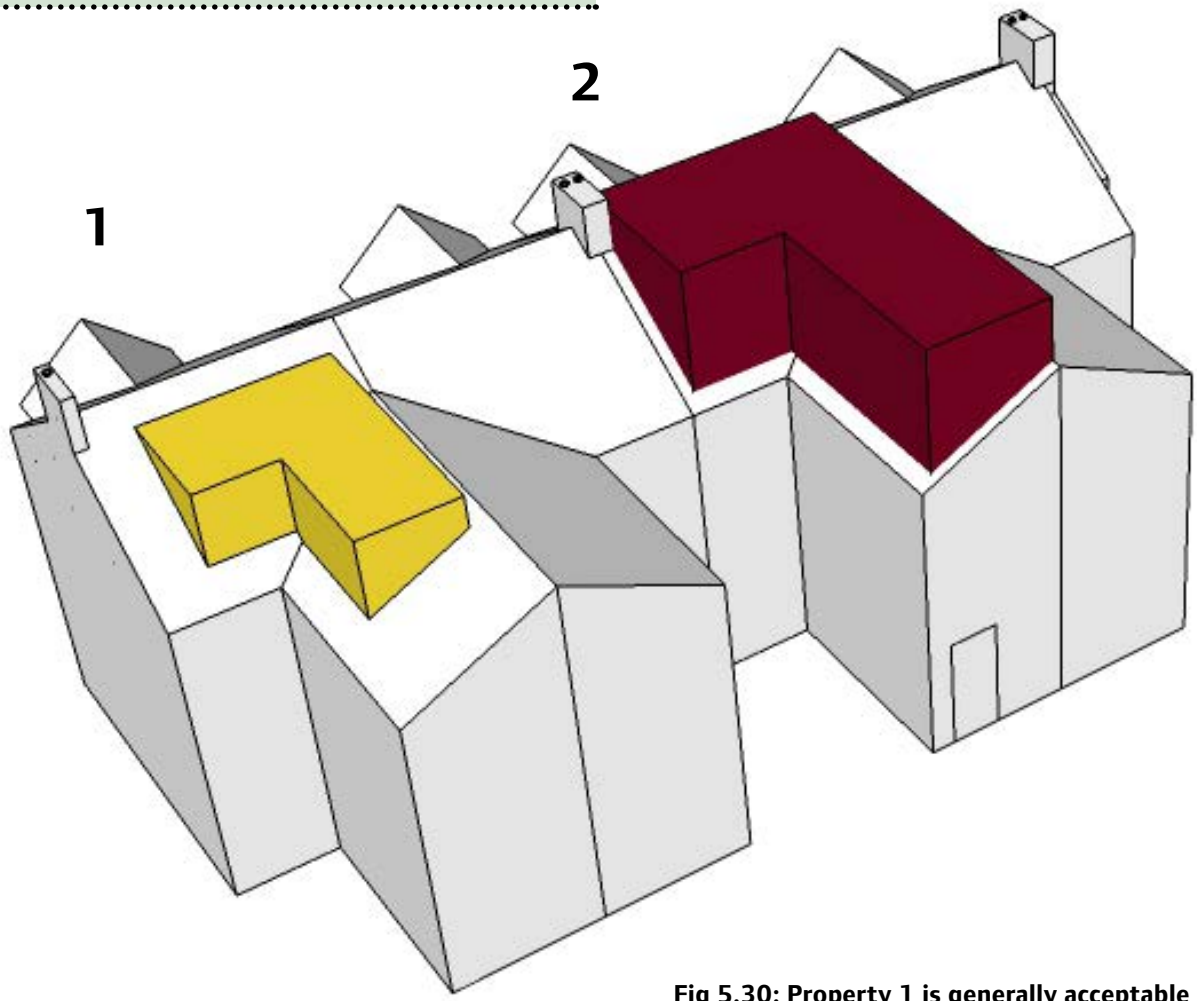
Fig 5.28: Acceptable due to sympathetic materials and they are both set in from the original roofline

Fig 5.29: Unacceptable as the extension is overbearing and dominates the original property

5.11.3 **Additional guidance for conservation areas**

In most cases L-shaped extensions within conservation areas will be resisted.

The Council offers a range of pre-application services including advice on alterations and extensions that are more appropriate within conservation areas. Please consult the Council's website for further information.



Generally acceptable
Acceptable but not in Conservation Areas
Generally unacceptable

Fig 5.30: Property 1 is generally acceptable outside conservation areas if the applicant can demonstrate exceptional architectural quality and the extension remains subordinate to the dwelling. Property 1 is set back on all sides and set back significantly on the return. Property 2 is not acceptable as it is overly bulky and dominates the original property.

5 Roof alterations

5.12 Introduction of a new Mansard

5.12.1 This roof type can be added to a building with a shallow pitched roof form as an extension where it has been established that it is acceptable in principle.

5.12.2 Mansard roofs can be double pitched or flat topped.

5.12.3 **Design principles for new mansard extensions**

- If a neighbouring property already has a mansard roof extension, look for and take note of existing precedent in the vicinity. This will help to form a more cohesive roofscape. If all the extensions on the terrace are as similar as possible, the impact on the street scene will be less damaging.
- New dormer windows should be set behind the parapet wall and contained within the lower roof slope.
- Materials need to closely match or complement the surrounding area.

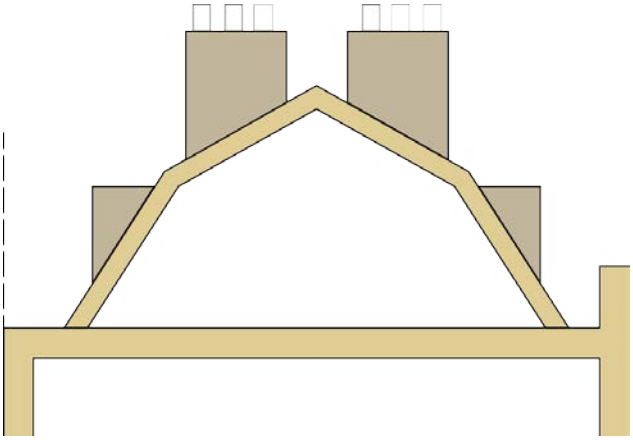


Fig 5.31: A double pitch mansard roof should have four slopes, the lower face should be steeply pitched and the upper slope should have a more shallow pitch. We would expect this traditional style Mansard within Conservation Areas where appropriate

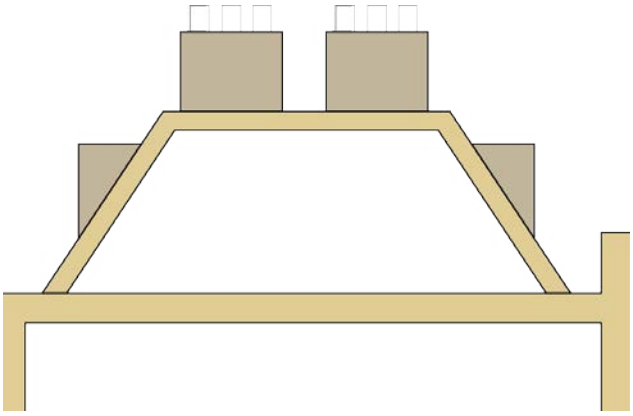


Fig 5.32: This is a modern variation of the traditional mansard roof form

A flat roofed mansard should have one steeply pitched lower face on either side of the front and back of the roof, separated by a flat roof which falls away gently from the central line in order to drain off water. These types of mansard roofs within conservation areas will generally be resisted; however where this is the recurring characteristic, this should be used.

5.12.4 **Additional guidance for conservation areas**

Where the roofscape of a street is consistent and not interrupted by alterations then a new mansard extension would be resisted.

Where a sympathetic, traditional style mansard has been established as an accepted and prevailing characteristic within the street then future traditional style mansard proposals will be considered.

Fig 5.33: Unacceptable mansard extension shown from front. Different proportions and heights result in incongruous roof form and lack of symmetry

Fig 5.34: Acceptable example of mansard roof extension from the front behind existing parapet. All extensions are similar dimensions and look uniform

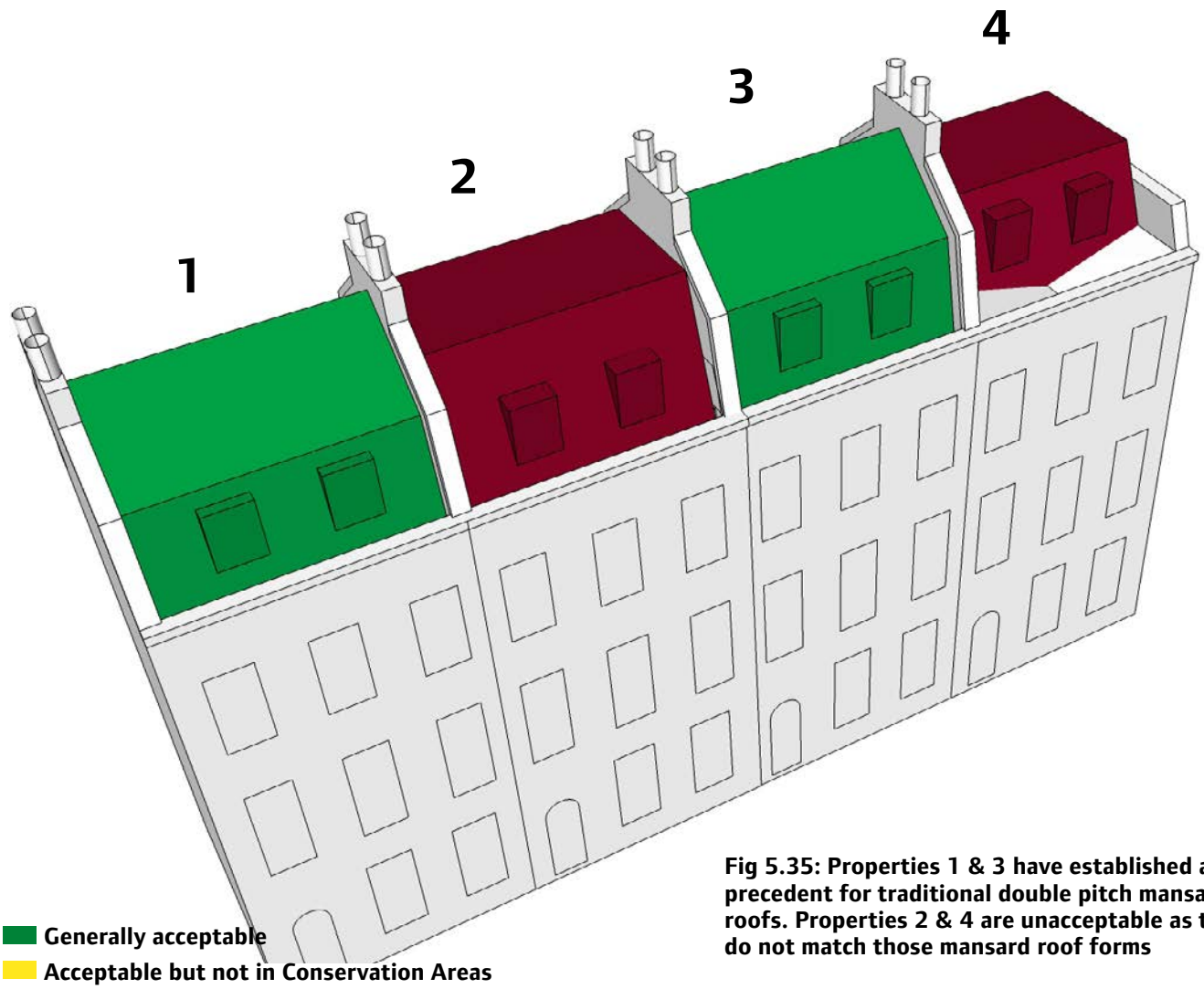


Fig 5.35: Properties 1 & 3 have established a precedent for traditional double pitch mansard roofs. Properties 2 & 4 are unacceptable as they do not match those mansard roof forms

5 Roof alterations

Mansard extensions added to London (butterfly) roof

- A mansard roof can be introduced to a building with a London (butterfly) roof. if the following design principles are considered.

5.12.5 **Design principles for mansard extensions to London (butterfly) roofs**

- The front parapet wall and any decorative coping must be preserved and the extension should appear subservient behind this. It should be set back by a minimum of 0.25m from the front parapet wall and align with its neighbours in terms of profile and materials.
- Changes to the rear roofs slopes in combination are unlikely to be supported. Seek pre-application advice in such cases.

5.12.6 **Additional guidance for conservation areas**

Where the roofscape of a street is consistent and not interrupted by alterations then a new mansard extension would be resisted.

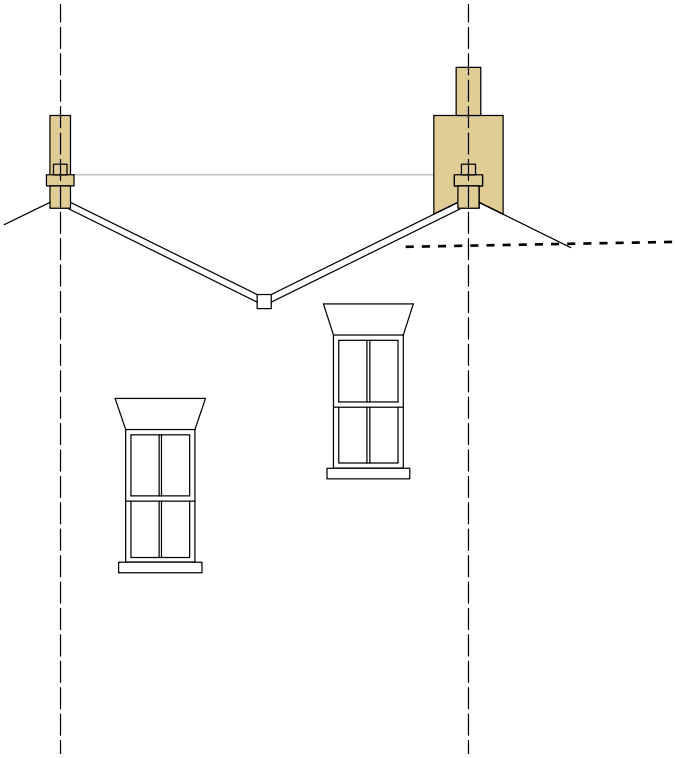
Where a sympathetic, traditional style mansard has been established as an accepted and prevailing characteristic within the street, then future traditional style mansard proposals will be considered.

Careful consideration needs to be given to the routing of drainage and rainwater goods. The siting of rainwater goods and drainage to a front elevation which is uncluttered or has no evidence of this treatment to support a mansard roof will not normally be supported.

The Council offers a range of pre-application services including advice on alterations and extensions within conservation areas. Please consult the Council's website for further information.

Fig 5.36: Unacceptable - Roof extension does not retain butterfly roof form

Fig 5.37: Acceptable -Butterfly form retained with slope of mansard running down to meet the existing eaves (please note that proposals should not include drainpipes)



Existing roof profile with Butterfly roof.

Butterfly roof retained as parapet with mansard terminating behind

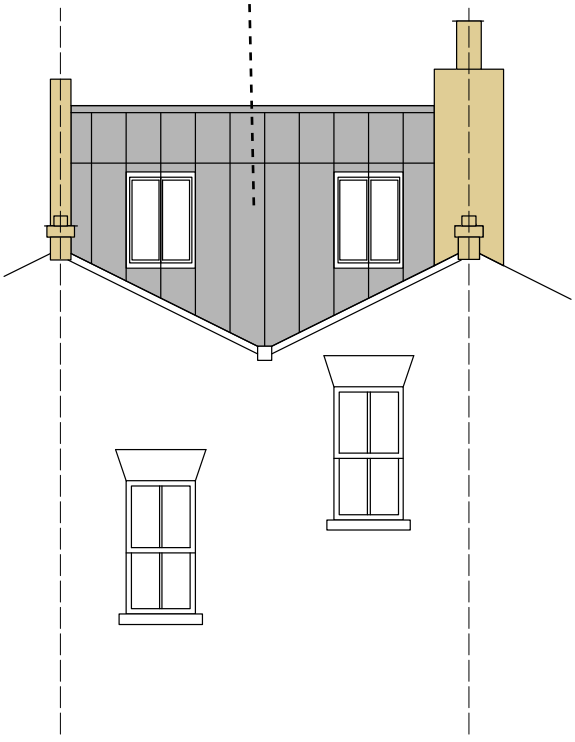


Fig 5.38:Butterfly form retained with slope of mansard running down to meet the existing eaves

New apron parapet rising from retained form of butterfly roof

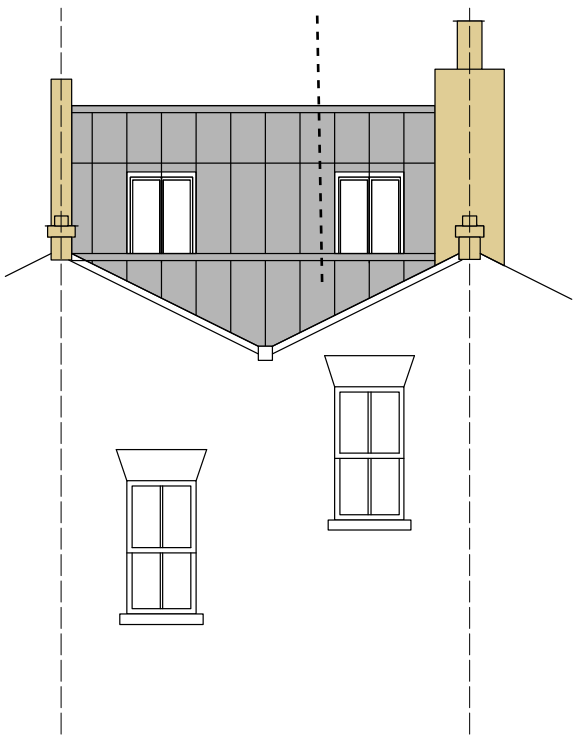


Fig 5.39: An apron of metal cladding such as zinc or lead can be used to create a new parapet while retaining the original butterfly roof profile

5 Roof alterations

5.13 Dormer window additions to historic Mansard roofs

5.13.1 It is rare that a historic mansard roof will not already have dormer windows as most were built with these designed in. However, in some cases where they are not present, it may be possible to introduce them.

5.13.2 **Design principles for dormer windows to historic Mansard roofs**

- In most cases a mansard roof should have the same number of windows as the storey below (or fewer). And they should normally line up with those below. However, in some cases, it may be appropriate to line up the windows with the brick piers.
- Windows should be in the principal slope only (i.e. first pitch).
- They should be set behind the parapet wall so that the full height of the window is not visible from the road.
- The top of the dormer window should be lower than the change in pitch (if there is one).
- The height of the dormer window should normally be less than the height of the window openings on the storey below and the width should be no greater than those below. The proportion of the window is usually smaller than that of the windows below.
- Dormer windows should be modest in size and of simple, complementary design remaining subordinate to the building and windows below.

5.13.3 **Additional guidance for conservation areas**

Traditionally, dormer windows allowed natural light into the attic space. Such windows were purely for the purpose of letting light in, not providing more space.

Traditional dormer windows were smaller in size and fewer in number than the windows on the elevations below and thereby reflected the hierarchy between floors.

They must sit well clear of ridge, verges, eaves, chimneys and gables, and should be centrally placed on the roofslope, or aligned with the windows below. Careful attention must be given to the thickness and profile of the window frames and glazing bars.

The Council offers a range of pre-application services including advice on alterations and extensions within conservation areas. Please consult the Council's website for further information.

5.14 Adding an additional storey

5.14.1 This is only likely to be acceptable on a flat roof. However, if your dwelling forms part of a pair an added extra storey is unlikely to be acceptable as the pair would lose their intended symmetry. Similarly if your dwelling forms part of a terrace, it would not be acceptable to raise the height of just one building by an extra storey as the harmony of the composition would be disrupted. The addition of an extra storey is only usually acceptable on detached properties. The surrounding context would also need to be carefully considered.

5.14.2 There are two possible acceptable approaches to this kind of extension:

- A subservient and lightweight additional storey (suitably set back from all sides). The addition of terraces around these extensions is not usually acceptable and is discouraged.
- Creating an extension with exceptional architectural merit which would enhance the appearance of the existing building.

5.14.3 In both cases, the style of the extension must complement the appearance of the existing building and must relate to the building proportions in terms of height and scale.

Fig 5.40: Acceptable - this property in Shoreditch is a good example of high quality extension to a flat roof to accommodate an additional bedroom.

Image credit: Azman Architects

5.15 Roof level plant, fire escapes and services

5.15.1 The presence of visually intrusive modern service equipment is alien to historic buildings and diminishes their characteristic appearance. Such elements should, at minimum, not be visible from the street and ideally be accommodated internally. Where building regulations require ducts/ pipes to extend above the roof, they must be finished in such a way as to minimise their visual presence. Openings for ventilation ducts below roof level must be concealed behind good quality, inconspicuous grilles finished to complement surrounding materials.

5.15.2 To avoid clutter on elevations and at roof levels, television aerials, satellite dishes, etc should be placed on the rear of the building or behind or in chimney stacks.

5 Roof alterations

5.16 Roof terraces

5.16.1 Planning permission will not normally be granted for proposals that include the creation of a new roof terrace. This is due to the potential for intrusion on neighbouring privacy and the possibility of disturbance from noise. In many cases it may not be possible to mitigate the impact of overlooking through the erection of screening. Screening and railings may raise additional concerns due to height, material, and its impact on the scale and character of the property.

5.16.2 Roof terraces that involve removing part of the original roof will not normally be supported due to the detrimental impact it would have on the character of the building and its incompatibility with the character of properties in the area.

5.16.3 In some circumstances, it may be possible to secure permission for a roof terrace. However, it must be proved to be adequately enclosed with screening to ensure overlooking and noise transmission is not possible. This screening will need to be unobtrusive and should integrate well with the host property.

5.17 Chimney stacks and pots

5.17.1 These are important features to a building's roofline. As such, even if a chimney stack or pot is not in use, it is important to retain them where possible. New flues, if necessary, should run through existing stacks whenever possible. It is important to ensure that any adaptation to the existing chimney should not adversely affect its appearance.

5.18 Additional guidance for conservation areas

Significance and Consideration

5.18.1 Original embellishments and architectural features are considered an integral part of the building's design. Such features include: turrets and cupolas; chimneys and chimney pots; ridge tiles; decorative tiles; stacks; cornicing; parapets etc. They make an important contribution to its character and therefore contribute to its significance and thus should be retained.

5.18.2 Re-roofing work can often take place outside of planning control. However in conservation areas, any replacement material will be considered an alteration and so planning permission will be required.

Roof coverings

5.18.3 The most common traditional roof material within the borough is natural slate, usually of Welsh provenance. Some earlier 17th and 18th century buildings have local clay, plain tile or pantiled roofs, with the use of plain clay tiles increasing from the late 19th century.

5.18.4 Replacement slates or tiles should match the original material as closely as possible in type, colour, texture, size and thickness, and be laid in the traditional manner. Retention of as much of the original roof covering is the target and so where an original roof covering is considered 'beyond repair' then it is recommended that the best of the original tiles are re-fitted on the front / dominant slope and new material fitted in less conspicuous areas. This will retain character of 'age' where it is most visible.

5.18.5 Slate - Welsh slate is preferred, but acceptable alternative natural slate is available from Canada and Spain. Existing slates that can be salvaged should be used on the front elevation. Re-used tiles should not be mixed with new ones on visible elevations, as they will age differently and result in a patchy appearance.

5.18.6 Concrete tiles - The use of concrete tiles is not acceptable nor recommended for the replacement of any tiles on historic buildings. They are much heavier than most historic material and are likely to damage the roof structure because of this. Where they exist in the form of an unsympathetic alteration, the opportunity should be taken to revert to the original roof covering.

5.18.7 Other materials - Areas of lead, zinc or copper must be replaced with the same material

Rainwater goods

5.18.8 Rainwater goods are traditionally of cast iron and original elements should be retained whenever possible. In conservation areas where article 4 directions are in place, a change of material will require planning permission. Where replacement is unavoidable, new rainwater goods must be of cast iron or aluminium, with a traditional profile. Contemporary materials, such as UPVC are not considered suitable for use anywhere in the historic environment and poor precedents do not justify further use of unsympathetic materials.

Solar panels

5.18.9 With regard to solar panels, they need to be sited so as to relate sensitively to the roof slope and will be treated positively on rear roof slopes where minimally visible from the public realm.

The Council offers a range of pre-application services including advice on alterations and extensions within conservation areas. Please consult the Council's website for further information.

6 Other alterations and considerations

Tyrwhitt Road, Lewisham
Image credit: Red Squirrel Architects

6.1 Windows

6.1.1 Windows are a defining feature of a building. Poor window design and placement can disrupt the appearance of buildings and the rhythm of the street scene. This is particularly obvious on large blocks of flats where windows play a key role in the appearance of the building. The inconsistency of design and size of window components (frame, glazing bars and meeting rails) can be damaging to the appearance of blocks of flats/flatted developments and the street scene.

6.1.2 The material which the windows are made from (plastic, aluminium and timber) often have different frame dimensions and light-reflecting qualities. Therefore, when replacing or inserting windows, attention should be paid to the use of materials, particularly on publicly visible elevations. Whilst in most cases householders, outside of Conservation Areas can change their windows without planning permission, if you live in a flat then permission may be required.

6.1.3 Design principles for windows

- The Council has a comprehensive set of guidance for replacing windows on its website. This includes guidance on what should be submitted as part of any application required.
- The detailing of new and replacement windows on street elevations on buildings (including those to non-original dormer windows) should be consistent with the original windows to the host building/ terrace in order to retain and reinforce the uniformity of the facade as a whole.
- New and replacement windows in uniform blocks of flats should match the original or predominant window style to the building in scale, design, material finish and opening arrangement.
- Upgrading of historic glazing to modern standard (double glazed units) is now easily achievable as there are slim units available and specifically designed for installation in historic timber sashes and Crittall steel windows.

Fig 6.1: The replacement of traditional style windows on heritage properties with modern UPVC windows can be hugely detrimental to the properties' character

Fig 6.2: Traditional windows can be effectively refurbished and maintain key characteristics of the property

6 Other alterations and considerations

6.1.4 Additional guidance for conservation areas

The Council has a comprehensive set of guidance for replacing windows within conservations areas on its website. This includes guidance on the level of information that should be submitted.

Windows are a defining feature of a building and especially within a conservation area, the use of modern materials for replacement windows is generally resisted because it is both economically inefficient and harmful for the longevity of the building. It should also be noted that modern basic softwood is not a suitable material for windows for the same reasons.

The cumulative effect of unsympathetic modern windows erodes the locally distinctive qualities of a designated area and harms its significance. Where inappropriate modern windows presently exist, replacement presents an opportunity to reinstate windows consistent with the original architectural intention.

Certain buildings within the Borough (for example 1920s and 30s mansion blocks) have steel Crittall windows. These should be replaced with matching steel windows since many of the traditional designs are still available and can be upgraded to house double glazed units.

The original rebate/reveal should be preserved, as it creates a shadow line which articulates the facade of the building.

Frames and glazing bars must be of traditional proportions. Glazing bars must be functional and not merely attached to the surface of the glazing.

Opening mechanisms must be traditional side hinge for casements, or vertical or horizontal sliding for sash windows. Although historic precedent may occasionally occur, tilting windows are generally a modern innovation detrimental to the character of historic buildings.

6.2 External Doors

6.2.1 External doors are a defining feature of a building. The use of poorly designed or low quality external doors can significantly affect the appearance of buildings.

6.2.2 High quality, secure doors made from robust materials should be used at all times.

6.2.3 The replacement of front doors on historic properties should be sensitive to the era of the property and may require approval.

6.2.4 It is becoming increasingly popular to install sliding/patio doors to the rear of the property to connect internal space with the rear garden. On heritage assets the specification of these external doors and the nature of the opening to the rear of the property will require approval.

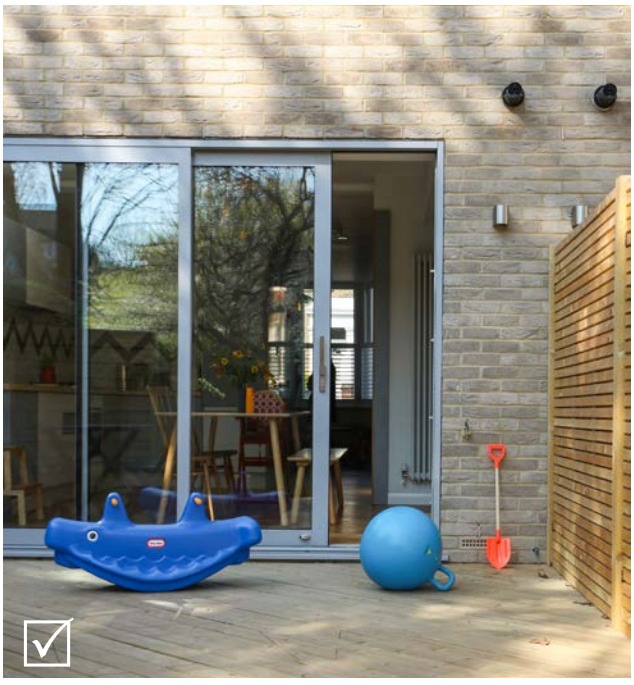


Fig 6.3: High quality sliding doors

Image credit: A House of Two Halves | nimtim architects

6.3 Materials

6.3.1 The use of high quality materials is expected for all extensions and alterations. Poorer quality materials, whilst cheaper in the short term, add to future maintenance costs and usually weather badly.

6.3.2 Many older buildings retain original features such as cornices, string courses, mouldings etc. These should be retained wherever possible and in areas where article 4 Directions are in place their removal will be resisted.

6.3.3 Brickwork does not necessarily have to match the existing building, however it should complement and integrate well with the existing brickwork.

6.3.4 Choice of mortar colour and mix is very important and should be carefully considered as can alter the overall appearance of the brickwork.

6.3.5 Texture of brickwork should be carefully considered alongside the existing brickwork to ensure it is complementary.

6.3.6 Consideration to the changes which will be made to the material over time, such as aging and weathering needs to be considered.

6.3.7 Poorly cleaned reclaimed bricks are not considered a good option.

6.3.8 The use of render is not usually encouraged as in urban areas as it tends to discolour and weather very badly and can be costly to maintain. In historic properties, application of cement render can lead to damp problems in the future.

6.3.9 Imaginatively laid brickwork can add interest to a building facade.

6 Other alterations and considerations

6.4 Refuse and recycling storage

6.4.1 The Council is required under part 11 of the 1990 Environmental Protection Act to collect household waste from all residential properties in the borough and, if requested, make provisions for the collection of commercial waste. Under section 46 of the Act, the Council specifies the type and number of receptacles to be used and where they should be placed in order to ensure compatibility with Council collection methods and to facilitate collections.

6.4.2 This guidance is offered to assist designers in achieving adequate refuse and recycling storage facilities. The matters need to be considered at the outset of the design process when scheme layouts are being formulated, to ensure full integration and adequate provision. If not carefully considered significant problems can arise for residents, the public and those responsible for refuse collection and transportation. Common issues include:

- Visual blight caused by storage containers can be extreme, the impact of bins standing in forecourts, front gardens and the public highway can be adverse both for residents of these premises and the passing public
- Threat to public health and amenity by inadequate refuse storage. Vermin are attracted to uncontained refuse bringing the potential for disease and infection, Unpleasant odours emanating from bins and storage areas can blight the residential amenity of adjoining residents.
- Highway obstruction due to bins standing permanently on the street and thus restricting the footway. This can be particularly problematic for wheelchair users and people with pushchairs and restricting the view of drivers and thus have the potential to impact adversely on highway safety

6.4.3 When a new residential development is nearing completion, it is the responsibility of the developer to contact Lewisham Council to arrange for waste and recycling collection services to commence.

- Buildings must have off street collection at ground level.
- Dedicated off street refuse and recycling storage areas must be provided in all new developments and changes of use
- Bins must not be left on the public footway in all cases as they pose a hazard for pedestrians
- Storage area doors must not open over the public highway / road.
- All storage areas should be screened.
- Bin storage areas must not be sited so as to obstruct sight lines for pedestrians, drivers and cyclists.
- Refuse and recycling facilities should be located in a convenient and accessible location within the site, avoiding, where possible, long and convoluted travel distances
- Refuse and recycling facilities should be located so as to be conveniently accessible by refuse operators in accordance with carry and push/pulling distances.
- Bins should be in a separate storage area from bicycles.

- Bins should be stored inside the residential unit or at least enclosed. If bins are to be stored outside they should be secured in a compound.
- Waste storage areas should be of adequate height to allow the lids of containers to be fully opened; a minimum height of 2m is required.
- Green/sedum roofs are generally supported and encouraged for bin stores.

6.5 Cycle Storage

6.5.1 The Council encourages cycling and considers that one of the best ways to support it is to ensure that cycle storage is covered, secure, convenient and attractive.

6.5.2 If it is not possible to place the parking within the building footprint, it should always be placed as close as possible to the main entry/exit points

6.5.3 Cycle parking should not be sited where it will obstruct passing pedestrians or vehicles and should not have a negative impact on the amenity of neighbouring occupiers in terms of loss of daylight/outlook.

6.5.4 Cycle storage within front gardens should be unobtrusive.

6.5.5 Green/sedum roofs are generally supported and encouraged.

6.6.5 Additional guidance for conservation areas

Low 'bike boxes' are the only suitable option for front gardens because they can sit unobtrusively behind garden walls and hedges.

Bike stands and garden sheds are not acceptable for cycle storage in front gardens.

Cycle storage should not be positioned where the structure will have an adverse impact on the outlook of the property or screen any distinguishing features of the property.

6 Other alterations and considerations

6.6 Trees

6.6.1 Planning policy recognises that trees have important amenity value and habitat significance and seeks their retention for those reasons. There is substantial evidence on the many benefits of high tree canopy cover, including improving: physical and mental health; air quality; water quality; water management (reducing flooding); shading; cooling through evapotranspiration; as well as the more obvious benefit of improving biodiversity. Larger forest type trees provide greater benefits and older trees generally support more biodiversity.

6.6.2 Before undertaking works to a tree, it is advisable to check whether it is protected. Tree Preservation Orders (TPOs) are in place to protect the best examples and nearly all trees in conservation areas are protected automatically. Details of TPOs and conservation area designations are available from the Council's website.

6.6.3 Tree surveys are required on schemes where trees might be affected by development or construction. These should be undertaken by suitably qualified professionals. The Council will expect all development affecting trees to accord with established best practice.

6.6.4 **Additional guidance for conservation areas**

All trees within conservation areas are protected and undertaking works to a tree within these areas will require permission from the Council. Please refer to the council's website for details.

6.7 Front gardens and forecourt parking

6.7.1 Front gardens and forecourts are particularly important as they provide a landscaped setting for the building and mediate between public and private space. Gardens are particularly important to the character and appearance of conservation areas, their settings and the settings of heritage assets generally.

6.7.2 Many people have, in recent times, covered their front gardens with stone or asphalt in order to provide a car parking space. Numerous problems have arisen from this process:

- It is visually harmful to the street scene.
- Results in a loss of planting/ soft landscaping.
- Results in a loss of habitat, deterring wildlife.
- Can result in an increase of surface run off, leading to an increase in the risk of flooding.
- The increased number of crossovers on the pavement can make it difficult for pedestrian movement.
- Can lead to the loss of an on-street parking bay.
- On-street parking is an amenity to the whole community. The loss of such parking thus has an adverse impact on the community as a whole.

6.7.3 For the reasons outlined above the Council will generally resist turning front gardens into areas of hardstanding and/or car parking unless it can be demonstrated that no harm will result to amenity and local character, highway and pedestrian safety, existing drainage systems and on-street parking capacity.

6.7.4 If a car parking space is unavoidable in this location and the principle is agreed by the planning officers, the following should be ensured:

- Permission should be obtained from the Council's Highways Department for a crossover.
- Permeable materials should be used, incorporating Sustainable Drainage Systems (SUDs).
- All gardens, including those that have previously been replaced by impermeable hard landscaping, shoud have porous paving surface with the maximum proportion of the garden planted.
- The choice of material should be complementary to the building itself.
- Any mature trees or planting should be retained.
- Possible pedestrian and vehicle conflict should be considered and minimised.

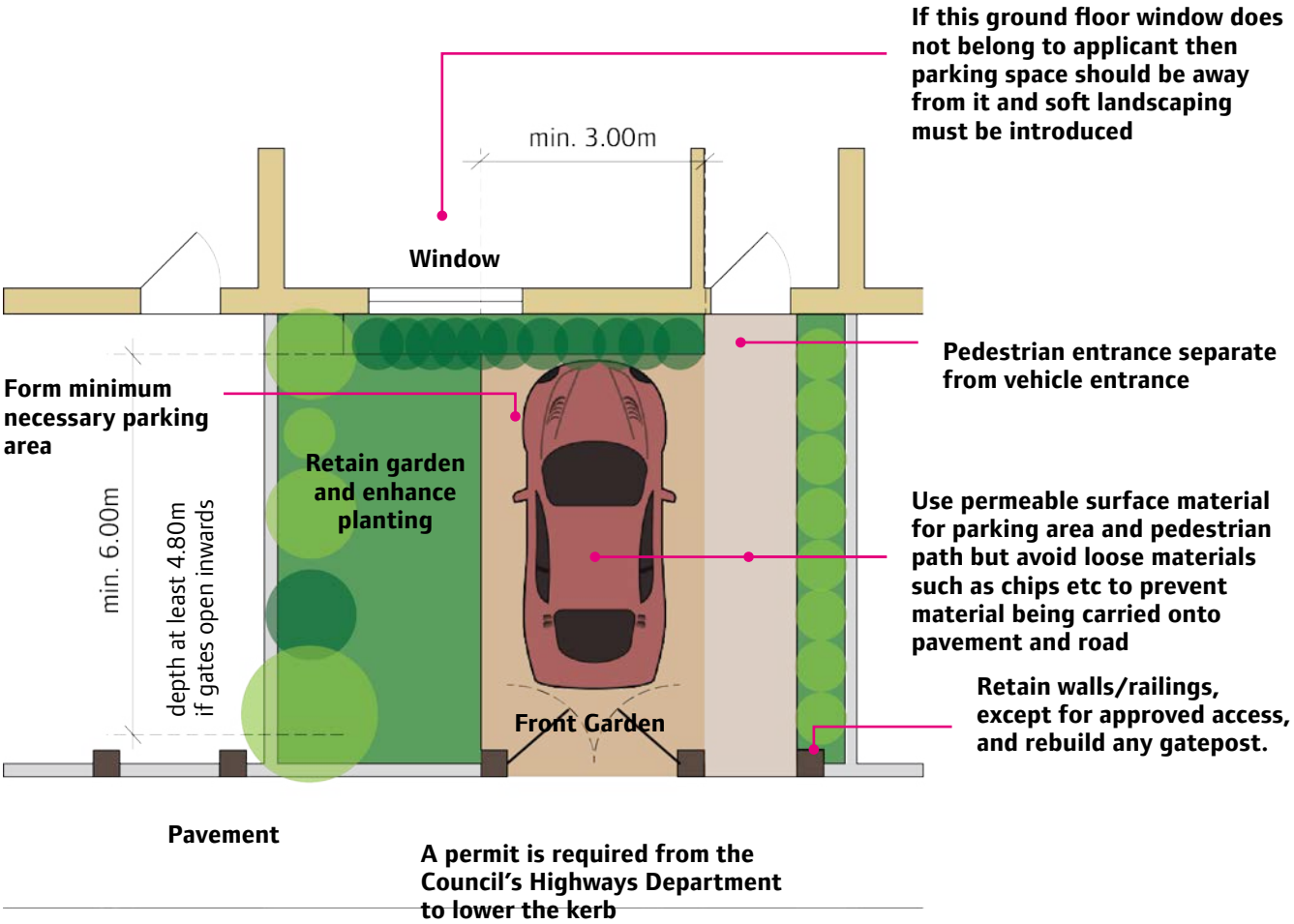
Fig 6.8: Unacceptable due to its harmful impact to the street scene

Fig 6.9: Where the principle of car parking is agreed, 50% of the garden should be retained as soft landscaping

6 Other alterations and considerations

6.7.5 Additional guidance for conservation areas

In most cases proposals to turn front gardens into areas of hardstanding and/ or car parking within conservation areas will be resisted.



6.8 Changes to front boundary

6.8.1 Traditional, domestic boundary treatments are locally distinctive features which provide demarcation between private and public space, while also giving continuity and consistency to the street scene. Historically they enclosed modest, softly planted front gardens which provided a gentle, domestic setting for the buildings behind.

6.8.2 **Design principles**

- Existing original railings, gates and gateposts should be retained and refurbished.
- The design and height of new boundary walls, railings and gates should relate to the character of the street / surrounding area.
- Boundary walls to the front of a dwelling should usually be no higher than 1m.
- Details such as railed sections can help to reduce the visual impact of a high wall where this is unavoidable.
- Hedges are encouraged given their air quality benefits.

6.8.3 **Additional guidance for conservation areas**

Low and visually permeable boundary treatments (typically brick, dwarf-walls topped with coping stones and railings) are integral to the design and layout of most Victorian and Edwardian suburban development within the Borough. They provide a gentle, domestic sense of enclosure to the street, allow modest views into front gardens and gaps between buildings, and make an important contribution to local character.

The loss of traditional boundary treatments, or their replacement with modern alternatives will be resisted.

Fig 6.6: Unacceptable due to the poor quality of the boundary treatment

Fig 6.7: Existing original railings, gates and gateposts should be retained and refurbished

6 Other alterations and considerations

6.9 Detached Outbuildings

6.9.1 An outbuilding is a structure normally separate from a main building such as an outhouse, shed, garage or annexe. They are usually built within the rear gardens of residential properties.

6.9.2 This advice does not apply to ancillary buildings of residential use.

6.9.3 We will seek to restrict the use of outbuildings as separate dwellings.

6.9.4 **Design principles for detached outbuildings**

- Where planning permission is required, outbuildings should be subordinate to the host building.
- They will only be acceptable when ancillary to the house.
- Outbuildings will not be permitted at the front of dwellings.
- The materials to be used should be appropriate for a garden setting, for example timber cladding.

6.9.5 Given the significant contribution of trees for temperature amelioration, reduction in air pollution, particulates and storm water run-off, habitat for wildlife and improvement to health and wellbeing, positioning sheds, summer houses and garden rooms at the end of gardens can conflict directly with existing trees. Therefore additional consideration should be taken for their retention.

6.9.6 **Additional guidance for conservation areas**

Within the Forest Hill, Ladywell and Mercia Grove conservation areas, permitted development rights have been removed from both the front and rear gardens. Planning permission is therefore required for sheds and outbuildings, which should:

- Relate well to the design of the existing house, be of simple form, modest scale and complementary materials.
- Be discreetly positioned so that they are not read together with the main building.

Fig 6.4: Brick outbuilding which appears to be hosting residential accommodation non-ancillary to the main property.

Fig 6.5: Timber cladded outbuilding that sits comfortably in the garden, away from the boundaries.

6.10 Solar panels

6.10.1 The installation of solar panels on dwellings may be 'permitted development' with no need to apply to the Local Planning Authority for planning permission. There are, however, important limits and conditions which must be met to benefit from these permitted development rights.

6.10.2 Solar panels should be sited, so far as is practicable, to minimise the effect on the external appearance of the building and the amenity of the area.

6.10.3 Detailed information on the conditions that need to be met for the proposal to be permitted development can be found on the Council's website and the Planning Portal.

Fig 6.10: Solar panels should be placed symmetrically within the roof slope to minimise the effect on the external appearance of the building.

Image credit: top: Chris Roberts, bottom: Viridian Solar

6.11 Equipment

6.11.1 To avoid clutter on elevations and at roof level, television aerials, satellite dishes, etc should be placed on the rear of the building, or behind or in chimney stacks.

6.11.2 Additional information can be found on the Council's website and the Planning Portal. Please consult with the Local Planning Authority before progressing with any works.

Fig 6.11: Satellite dishes should not be placed in front elevations.

Glossary

AMENITY

A positive element or elements that contribute to the overall character of an area, for example open land, trees, historic buildings and how they relate to each other.

ARCHAEOLOGY

The systematic study of past human life and culture by the recovery and examination of remaining material evidence, such as graves, buildings, tools, and pottery.

ARTICLE 4 DIRECTION

Direction removing some or all permitted development rights, for example within a conservation area or curtilage of a listed building. Article 4 directions are issued by local planning authorities.

BIODIVERSITY

The whole variety of life encompassing all genetics, species and ecosystem variations, including plants and animals.

BUILDING LINE

The line formed by the frontages of buildings along a street.

BUILDING REGULATIONS

Standards for the design and construction of buildings to ensure the safety and health for people in or about those buildings.

BULK

The combined effect of the arrangement, volume and shape of a building group of buildings. Also called massing.

BUTTERFLY ROOF

Two parallel shallow pitched roofs meeting in a valley or gutter

CHARACTER

The local, visual distinctiveness of a townscape, defined by patterns of development and the local culture in the form of the richness of materials, landscaping and types of architectural forms.

SILL (or CILL)

A shelf or slab of stone, wood, or metal at the foot of a window opening or doorway.

CONSERVATION AREA

An area of special architectural or historic interest, the character or appearance of which is desirable to preserve or enhance. Conservation areas are very much part of the familiar and cherished local scene. It is the area as a whole rather than the specific buildings that is of special interest. Listed Buildings within conservation areas are also covered by the Listed Building Consent process.

CURTILAGE

The area normally within the boundaries of a property surrounding the main building and used in connection with it.

DESIGN QUALITY

Good design ensures attractive, usable, durable and adaptable places and is a key element in achieving sustainable development.

ELEVATION

The facade or face of a building, or a plan showing the drawing of a facade.

Glossary

FORM

The shape or configuration of a building.

GENERAL PERMITTED DEVELOPMENT ORDER (GPDO)

A Government policy order outlining that certain limited or minor forms of development may proceed without the need to make an application for planning permission.

GROUNDWATER

Water stored underground in areas of rock known as aquifers.

HABITABLE ROOMS

Any room used or intended to be used for sleeping, cooking, living or eating purposes. Bathrooms, toilets, corridors, laundries, hallways, utility rooms or similar spaces are excluded from this definition.

HIGHWAY

A publicly maintained road, together with footways and verges.

HIPPED ROOF

Roof which slopes up towards the ridge. Hipped roof has sloped instead of vertical end.

HISTORIC ENVIRONMENT

All aspects of the environment resulting from the interaction between people and places through time, including all surviving physical remains of past human activity, whether visible, buried or submerged, and landscaped and planted or managed flora. Those elements of the historic environment that hold significance are called heritage assets.

INFRASTRUCTURE

The physical features (for example roads, rails, and stations) that make up the transport network.

JULIET BALCONY

A shallow balcony designed to provide a barrier in front of French doors.

JAMB

The vertical face of an archway, doorway or window.

LAWFUL DEVELOPMENT CERTIFICATE

A procedure by an application can be made to a local planning authority seeking certification that an existing or proposed uses, and other forms of development, can be considered as lawful for planning purposes.

LAYOUT

The way buildings, routes and open spaces are placed or laid out on the ground.

LOCAL PLANNING AUTHORITY

The local authority or Council that is empowered by law to exercise planning functions.

LINTEL

Beam over an aperture carrying the wall above and spanning between jambs.

LISTED BUILDING

A 'Listed Building' is a building, object or structure that has been judged to be of national historical or architectural interest. It is included on a register called the Statutory List of Buildings of Architectural or Historic Interest and part 10 of the Local Land Charges Register.

MANSARD ROOF

There are different types of mansard roof. Early mansards have a double slope, the lower slope being longer and steeper than the upper. Later mansards have one long, steep slope and often have almost flat or flat roofs.

MAISONETTE

An apartment at more than one level.

MASSING

A term in architecture which refers to the perception of the general shape and form as well as size of a building.

PERMITTED DEVELOPMENT RIGHTS

Permission to carry out certain limited forms of development without the need to make an application to a local planning authority, as granted under the terms of the Town and Country Planning (General Permitted Development) Order.

OPEN SPACE

All space of public value, including rivers, canals, lakes and reservoirs, which can offer opportunities for recreation. They also provide visual amenity and a haven for wildlife.

OVERBEARING

A term used to describe the impact of a development or building on its surroundings, particularly a neighbouring property, in terms of its scale, massing and general dominating effect.

OVER-DEVELOPMENT

An amount of development (for example the quantity of buildings or intensity of use) that is excessive in terms of demands on infrastructure and services, or impact on local amenity and character.

OVERLOOKING

A term used to describe the effect when a development or building affords an outlook over adjoining land or property causing loss of privacy.

OVERSHADOWING

The effect of a development or building on the amount of natural light presently enjoyed by a neighbouring property, resulting in a shadow being cast over that neighbouring property.

PASSIVE SOLAR HEATING

A solar heating system using a simple solar collector, building materials, or an architectural design to capture and store the sun's heat.

PILASTER

A projection from a masonry wall that provides strength for the wall.

Glossary

PLANNING PERMISSION

Formal approval sought from a Council, often granted with conditions, allowing a proposed development to proceed. Permission may be sought in principle through outline planning applications, or be sought in detail through full planning applications.

PLANNING PORTAL

A national website provided by the government for members of the public, local planning authorities and planning consultants. The Planning Portal features a wide range of information and services on planning.

PHOTOVOLTAICS /PHOTOVOLTAIC CELLS

Conversion of solar radiation (the sun's rays) to electricity by the effect of photons (tiny packets of light) on the electrons in a solar cell.

PLACE

The relationship between space, setting and landscape which interact to produce characteristics attributable to a location.

PLANNING CONDITION

Condition attached to a planning permission.

PUBLIC REALM

This is the space between and within buildings that are publicly accessible, including streets, squares, forecourts parks and open spaces.

QUOIN

1. Any external angle or corner of a structure.

2. One of the dressed stones used to dress and strengthen the corner of a building.

RESIDENTIAL AMENITY

The benefits enjoyed from within a residential property that the planning system seeks to safeguard. These include no unacceptable impact from noise, vibration, disturbance, air pollution, loss of privacy, outlook (but not particular views) and overshadowing.

RENEWABLE ENERGY

Energy derived from a source that is continually replenished, such as wind, wave, solar, hydroelectric and energy from plant materials, but not fossil fuels or nuclear energy. Although not strictly renewable, geothermal energy is generally included.

REVEAL

Vertical return of side of an aperture in a wall between the plane of the wall and e.g. a door frame. It is generally set square with the face, but if out diagonally it is called a splay.

ROOF PITCH

The angle of a roof.

ROOF-LIGHT

An opening in a roof that allows light to enter the building.

STREET-SCENE / STREETSCAPE

The visual features within streets, which contribute to the character of the street and the wider area.

SUBORDINATE

To serve under. Unequal.

SUSTAINABLE URBAN DRAINAGE (SUDS)

Sustainable drainage is a concept that includes long term environmental and social factors in decisions about drainage. It takes account of the quantity and quality of runoff, and the amenity value of surface water in the urban environment.

SYMMETRICAL

Exactly the same on both sides.

TERRACING EFFECT

A term used to describe the closing of gaps between houses by extending the houses sideways, for example a double garage between semi-detached properties.

TOPOGRAPHY

A description (or visual representation on a map) of artificial or natural features on or off the ground. For example, contours or changes in the height of land above sea level.

TREE PRESERVATION ORDER

A Tree Preservation Order is an order made by the Council, giving legal protection to trees or woodland. A TPO prevents cutting down, uprooting, topping, lopping, willful damage or destruction of trees (including cutting roots) without the Council's permission.

URBAN DESIGN

The art of making places. It involves the design of buildings, groups of buildings, spaces and landscapes, in villages, towns and cities, and the establishment of frameworks and processes, which facilitate successful development.