

# Residential standards

## Supplementary planning document

local development framework

**This version of the SPD updates the adopted SPD by including references to the National Planning Policy Framework, the Lewisham Core Strategy, The London Plan and other relevant planning guidance. It also updates the policy references contained in the Lewisham UDP.**



## IMPORTANT NOTE

This SPD was prepared to provide further guidance for residential development within the London Borough of Lewisham and is linked to policies contained within the Lewisham Unitary Development Plan (UDP) (July 2004).

Since the SPD was adopted in August 2006 there have been planning policy changes at a national, regional and local level. This means sections of the SPD are now no longer relevant as they have been superseded by other documents. However, it should be noted that much of the guidance still stands and should continue to be used to inform the design of relevant proposals. The key policy changes since the adoption of the SPD are detailed below.

- A number of policies in the UDP expired in 2007. The remaining UDP policies continue to be saved as part of the development plan under a direction issued by the Secretary of State for Communities and Local Government. The Council is required to replace the UDP with new development plan documents (DPDs) which form part of the Local Plan as defined by the National Planning Policy Framework.
- The Lewisham Core Strategy DPD was adopted by the Council on 29 June 2011. As a result many of the saved UDP policies were deleted as they have been replaced by those contained in the Core Strategy. The relevant UDP policies linked to this SPD are listed in Section 8.
- A replacement London Plan came into force in July 2011.
- The National Planning Policy Framework (NPPF) was published on 27 March and came into effect immediately. The NPPF sets out the government planning policies for England and how they are expected to be applied. The NPPF consolidates over 1,000 pages of planning guidance into a single 59-page document and is a material consideration in the determination of planning applications. At the heart of the NPPF is a presumption in favour of sustainable development.

This version of the SPD includes ~~striketrough~~ where a UDP or London Plan policy has been deleted and **update notes in a comment box** to explain new requirements and direct you to relevant information. This also applies to Planning Policy Guidance (PPG) or a Planning Policy Statement (PPS) that has been replaced by the NPPF.

The Council is in the process of preparing a Development Management DPD. This will in part, replace the remaining saved UDP policies to provide up-to-date policy requirements. Please refer to the Council's planning website for updates on preparation and consultation.  
<http://www.lewisham.gov.uk/myservices/planning/policy/LDF/development-policies/Pages/default.aspx>

The Council requires specific information to be submitted with all planning applications in order for it to be validated and has a formal procedure in place to hold pre-application discussions with prospective applicants. Details are provided on the Council's Planning Applications website or telephone 020 8314 7400.  
<http://www.lewisham.gov.uk/myservices/planning/applications/Pages/default.aspx>

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## 1. INTRODUCTION

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This document provides detailed guidance on:

- Standards for new residential development
- Standards for conversions of existing houses into flats
- Residential extensions and
- Roof Extensions.

It also includes appendices providing further information on sustainable development and construction, and access standards for housing.

## 2. IMPORTANCE OF GOOD DESIGN IN NEW RESIDENTIAL DEVELOPMENT

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All schemes for residential development should focus on the importance of good architecture. One of the Government's key objectives in new urban residential developments and for existing urban areas is to create places where people positively choose to live. This means that an increased emphasis must be placed on high quality environments and good urban design. The shape, size, natural features and characteristics of a site and those of its surroundings will influence the quantity of development that can satisfactorily be accommodated on it. All of these things will influence the density which may be achievable on site.

Development should respect the general character, grain and density of the area, and the amenities of neighbouring properties.

The need for adequate amenity space, car parking, privacy, daylight and sunlight, and the avoidance of creating visually intrusive buildings form the basis of planning standards which are considered necessary to avoid adversely affecting the surrounding areas.

~~Central Government advice given in Planning Policy Statement 1: Delivering Sustainable Development states that 'development plans should contain clear and comprehensive inclusive access policies. Such policies should consider people's diverse needs and aim to break down the unnecessary barriers and exclusions in a manner that benefits the entire community. Although society and individuals have invested heavily in enabling people to manage their personal circumstances, many people are unnecessarily affected by ill-conceived design, with the mobility needs of, for example disabled people, elderly people and others considered separately from others and only once designs are completed.' An emphasis is therefore placed in this guidance on ensuring that access needs are considered as an integral part of the design of new development.~~

### UPDATE

The NPPF replaced all Planning Policy Statements. The NPPF in paragraph 57 states that 'It is important to plan positively for the achievement of high quality and *inclusive design* for all development, including individual buildings, public and private spaces and wider area development schemes'.

The Council is fully supportive of innovative design and advises applicants in all cases to select an architectural practice able to produce a design of the highest quality. In addition the Council encourages pre application discussions with officers at an early stage. Many applications submitted will be referred to the Design Panel and the Amenity Societies Panel. The Design panel is made up of local architects and meets every month. Presentations can be made to the Design Panel and these are particularly welcome in the case of major schemes and those schemes that prove to be controversial. The Amenity Societies Panel provides a forum for amenity society representatives to inspect those applications in conservation areas not considered by the Design Panel and to provide design advice on them. The Panel meets fortnightly.

The standards put forward in this document may be considered as a 'bottom line' below which a development scheme will be considered unacceptable. Some discretion and flexibility will be applied in the case of Sustainable Living Areas, but developments in these areas will always need to ensure that the aims of the guidance in this document are met.

## **2.1 General design aims**

New residential development should achieve the following qualities:

1. Character, coherence and identity
2. Continuity and enclosure – a clear distinction between private and public spaces
3. Public spaces with a good visual and environmental quality
4. New residential development that is physically accessible to all members of the community
5. Development that makes good and efficient use of resources
6. Places that are designed with safety in mind (reduce crime and the fear of crime)
7. Sustainability – places that are well built, popular, well-used and adaptable to a number of uses, and which offer a high standard of residential amenity
8. Protection and enhancement of the residential environment to contribute to regeneration and the urban renaissance
9. Ensure that all new-build or conversions of existing housing is of a standard to make a positive contribution to the urban environment
10. Contribute to natural resource conservation and energy efficiency and
11. Preservation of the green elements of the built environment.

This Supplementary Planning Document provides detailed guidance and standards that will help to achieve these objectives in relation to new residential development, extensions to existing housing, and conversions of houses to flats.

## **2.2 Conservation areas, Article 4 Directions and listed buildings**

### **UPDATE**

Proposals for development in and around Listed Buildings and Conservation Areas will be determined in accordance with the NPPF, Policies URB 16 and 20 in the Lewisham UDP 2004, Core Strategy Policy 16, specific conservation area character appraisals and supplementary planning documents prepared by the Council, and where relevant advice and guidance from English Heritage.

The guidelines in this document are for general application, but it should be noted that more specific requirements often apply to conservation areas and listed buildings.

The Council has a duty to preserve or enhance the special architectural or historic character or appearance of its Conservation Areas. Many houses in Conservation Areas in the borough are the subject of Article 4 directions which means that permitted development rights do not apply. You are therefore advised to contact the Council's Planning Information Desk or website [www.lewisham.gov.uk](http://www.lewisham.gov.uk) to check whether planning permission is needed before making alterations to the outside of your house.

(<http://www.lewisham.gov.uk/myservices/planning/conservation/Pages/default.aspx>)

There may also be a character appraisal or design guidance document relevant to your Conservation Area. These are available from the Councils' Planning Information Desk or Conservation Officer. New development in Conservation Areas will need to demonstrate that it preserves or enhances the character of the Conservation Area and therefore needs to be of the highest quality. The Character the Council is seeking to preserve will be set out in the relevant Conservation Area Character Appraisal where available.

Development adjacent to a conservation area should not result in a negative impact on the character or appearance of that area.

Listed Buildings are subject to special legislation not covered in this Guidance. Listed Building consent is required for any works that affect the buildings special historic or architectural importance. This applies to any alterations both to the inside and outside of a listed building and includes historic garden structures and boundary walls. Development adjacent to a listed building will need to demonstrate that the setting of the listed building is preserved. ~~Proposals for development in and around Listed Buildings will be determined in accordance with the Government's advice in Planning Policy Guidance Note 15, policy URB 18 in the Lewisham Unitary Development Plan 2004, and the advice of English Heritage.~~ You are therefore strongly advised to consult the Council's Conservation Officer when planning works to a Listed Building.

### **2.3 Submitting a design and access statement**

#### **UPDATE**

All planning applications for residential development must submit a design and access statement. This is a requirement for the validation of a planning application.

A design and access statement is a short report accompanying an supporting a planning application to illustrate the process that has led to the development proposal, and to explain and justify the proposal in a structured way. The level of detail required in a design and access statement will vary depending on the scale and complexity of the development. They will be a requirement to accompany planning applications for all new residential development as from 10 August 2006. Development of an existing dwelling house for residential purposes, or development within the curtilage of a dwelling house for residential purposes will not require a statement unless it is within a Conservation Area. These statements will also be requirement for Listed Building Consent. Applicants are advised to discuss this issue in pre-application discussions with planning officers. Further details can be found in DCLG Circular 01/2006 Guidance on Changes to the Development Control System (Available from Her Majesty's Stationery Office, [www.tso.co.uk](http://www.tso.co.uk)).

## 2.4 Sustainable forms of construction and renewable energy

### UPDATE

Requirements for sustainable design and construction and renewable energy are contained in Core Strategy Policies 7 and 8 and Chapter Five of the London Plan.

The Council also has a Sustainability Monitoring Form which will need to be lodged as part of a planning application.

<http://www.lewisham.gov.uk/myservices/planning/policy/Documents/SustainabilityMonitoringForm.pdf>

~~The Lewisham Unitary Development Plan promotes and encourages the use of renewable energy and other sustainable features in new development such as grey water recycling. These policies are being reviewed and up-dated as part of the preparation of the Local Development Framework which will replace the Lewisham Unitary Development Plan.~~

~~New developments which comprise or include the provision of more than 500 dwellings, flats or houses and flats or a housing development which occupies more than 10 hectares are now referable to the Mayor of London. London Plan Policies will be relevant to these developments (see Appendix 3 for details of these policies: Policies 4A.7 Energy Efficiency and renewable energy, 4A.8 Energy Assessment, 4A.9 Providing for renewable energy, 4A.10 Supporting the provision of renewable energy, 4A.11 Water supplies and 4B.6 Sustainable design and construction). The Mayor will judge applications for development against these policies and has the power to direct the Council to refuse planning permission for developments.~~

The Council will also encourage in all new developments the inclusion of energy efficient and renewable energy technology and design, including passive solar design, natural ventilation, combined heat and power, community heating, photovoltaics, solar water heating, wind fuel cells, biomass fuelled electricity and heat generating plants. These developments will have consequences for the design of new developments. Creative solutions will need to be found that meet the general design requirements of this guidance in order to accommodate this technology in a way that causes the least visual intrusion to the environment.

In the case of the larger schemes it is expected that schemes should demonstrate that the proposed heating and cooling systems have been selected in accordance with the following order of preference:

- Passive design
- Solar water heating
- Combined heat and power for heating and cooling preferably fuelled by renewables
- Community heating for heating and cooling
- Heat pumps
- Gas condensing boilers and
- Gas central heating.

These developments will be required to generate a proportion of the site's electricity or heat needs from renewables, wherever feasible. The definition of what is a larger scheme in this

context can be found in the London Plan and the Mayor's Supplementary Planning Document.

New residential development should minimise light lost to the sky particularly from street lights.

Further Information and references can be found in the Mayor's Supplementary Planning Guidance on Sustainable Design and Construction (<http://legacy.london.gov.uk/mayor/strategies/sds/docs/spg-sustainable-design.pdf>). The London Plan is also currently being amended. Developers should refer to the most up to date version of the London Plan to be found at [www.london.gov.uk](http://www.london.gov.uk) and specifically at [http://www.london.gov.uk/mayor/planning/docs/Sustainable\\_Design\\_and\\_Construction.pdf](http://www.london.gov.uk/mayor/planning/docs/Sustainable_Design_and_Construction.pdf) for the latest requirements.

## 2.5 Flood risk assessment and sustainable drainage

### UPDATE

Requirements for flood risk assessments and sustainable drainage are contained in Core Strategy Policy 10, Chapter Five of the London Plan, the NPPF and the Technical Guidance to the NPPF. The Environment Agency should be contacted as part of the application process.

~~The Lewisham Unitary Development Plan Policy ENV.PRO 14 Controlling Development in the Flood Plain, states that development will not normally be permitted for new residential or non-residential development, including extensions to buildings in areas liable to flood, unless it can be shown that the proposals would not in itself, or cumulatively with other development impede the flow of water or reduce the capacity of the flood plain to store water, or increase the number of people or properties at risk from flooding.~~

~~PPS 25 the Government's planning guidance on Development and Flood Risk gives guidance on undertaking a Flood Risk Assessment in Appendix F. This assessment will be required for developments that are identified to be in the floodplain. Developers in these areas should therefore liaise closely with the Planning Service and the Environment Agency.~~

Measures can be taken to reduce the overall risk of flooding, and may be identified on a site-by site-basis as the result of flood risk assessments. They may include flood warning systems, and the construction of buildings that will remain structurally sound and could recover in the event of flooding. Sites near flood defences will need a suitable development-free margin that will allow for the sustainable and cost effective maintenance and improvement of flood defences. In some cases, flood defences can be incorporated into buildings.

~~Sustainable urban drainage techniques supported in Policy ENV.PRO 15 of the Lewisham Unitary Development Plan supports the incorporation of sustainable water drainage methods including water butts, soakaways, porous pavements (permeable surfaces), storm water wetlands, storage on site, infiltration techniques and green roofs. Further guidance on these techniques may be found in the Greater London Authority's Supplementary Planning~~

Guidance on Sustainable Design and Construction. Many of these techniques can also help improve biodiversity and reduce the demand for supplied water. Refer to [http://www.london.gov.uk/mayor/planning/docs/Sustainable\\_Design\\_and\\_Construction.pdf](http://www.london.gov.uk/mayor/planning/docs/Sustainable_Design_and_Construction.pdf) <http://legacy.london.gov.uk/mayor/strategies/sds/docs/spg-sustainable-design.pdf> for further information.

## 2.6 Transport assessment

Large developments will require a transport assessment.

### UPDATE

The requirement for transport assessment is contained in Core Strategy Policy 14 and Chapter Six of the London Plan. Consultation will take place with Transport for London.

## 2.7 Dwelling mix

### UPDATE

Requirements for dwelling mix are contained in Core Strategy Policy 1.

~~Policy HSG 6 in the Lewisham Unitary Development Plan states that the Council 'will seek a mixture of dwelling sizes in the case of residential developments of 15 units or more'. In order to create communities that are balanced and sustainable it is essential that greater choice in the range of housing types, styles and tenures is promoted with the Borough. In terms of family accommodation Lewisham suffers from a shortage of larger housing units, particularly 3+ bed properties ('a family dwelling'). Provision of family housing is therefore particularly valuable in Lewisham. The Council will therefore be seeking the provision of family dwellings in appropriate new residential developments in Lewisham.~~

## 2.8 Density

### UPDATE

Requirements relating to density are contained in Core Strategy Policy 15 and Chapter Three of the London Plan.

~~The Unitary Development Plan sets out a general range for new residential development of 180-210 habitable rooms per hectare.~~

Higher residential densities are encouraged in parts of Lewisham where there is good access to public transport and local facilities. ~~These areas are designated in the Lewisham Unitary Development Plan as Sustainable Living Areas. This policy allows for higher residential densities than the rest of the borough but this has to go hand in hand with very high quality standards in both the design of the dwellings and the quality of the surrounding environment.~~ The local character of an area will also affect the density of a development, as all development should be sensitive to its context.



## 2.9 Layout of development

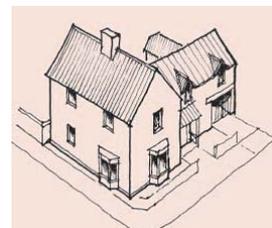
Residential layouts can be used to create an informal grouping of dwellings that may have their own sense of identity. This may be derived from the culture of the users, the relationships of the buildings one to another, and the relationship with views, or other features of the area.

## 2.10 Through routes and legibility

The layout of residential areas must allow people to orientate themselves easily. Landmarks and vistas can help in this orientation by the creation of visual links both within and outside the area.

Main through routes should be easily identifiable through the use of street width, and building height.

Buildings on corner sites should, where appropriate, exploit the opportunities afforded by having two street frontages to 'turn the corner' (see picture right). This will help create local landmarks, emphasise choice of routes and add interest to the townscape.



It is desirable for movement through an area to be available by means of a variety of routes. Cul-de-sacs which create areas devoid of people should where possible be avoided.

## 2.11 Identity

Many residential areas in the borough have a distinctive identity. Streets of semi detached houses built in the 1930's, and terraces of Victorian or Edwardian housing have a distinctive character to which new housing development should relate and complement. Many areas of the borough are more mixed and a distinctive uniform character is less easy to perceive. New development should contribute to and improve the overall architectural quality of these areas.

## 2.12 Home zones

The Council supports the principle of Home Zones and 20mph zones. Home Zones are groups of streets which create living spaces, where the needs of pedestrians are given a high priority. The streets within a Home Zone have features which force drivers to drive slowly and safely. The development of a better environment for pedestrians and cyclists is linked closely to good streetscape and urban design. The Council will promote these elements of street design in new residential development.

## 2.13 Amenity impacts – light, privacy, enclosure

Developers will be expected to demonstrate how the form and layout will provide residents with a quality living environment, and how privacy will be provided both for the neighbours and the occupiers of the proposed development.

The acceptable distance between front elevations should normally be determined by the character of road widths in the area. The use of mews, courtyard, and other similar forms of development may entail relatively small front to front distances.

Normally, unless it can be demonstrated that privacy can be maintained through design, there should be a minimum separation of 21 metres between directly facing habitable room windows on main rear elevations. This separation will be maintained as a general rule but will be applied flexibly dependent on the context of the development. A greater separation distance will be required where higher buildings are involved.

The minimum distance between habitable rooms on the main rear elevation and the rear boundary, or flank wall of adjoining development, should normally be 9 metres or more. These guidelines will be interpreted flexibly depending on the context of the development.

#### **2.14 Backland development**

Many housing schemes are developed on sites that extend behind the development plots that front onto the street. Where it is not possible for these developments to link in to the rest of the street network it is important that the available access is maximised taking into account the needs of pedestrians and cyclists, and that security and surveillance are maximised by design. Such sites in Conservation areas will only be approved where high quality designs succeed in preserving or enhancing the character of the conservation area.

#### **2.15 Defining public and private realms and creating safety and security**

The detailed treatment of the space between buildings is of fundamental importance in determining the identity of an area and giving the proposal a sense of place. The character and design of these spaces should be considered at the initial design stage. These spaces include car parking areas, gardens, boundary treatments (fences), and street design. Quite small details, such as changes of levels, choice of surfacing materials, fencing materials and the design of car parking areas, can make a direct contribution to the quality and character of these spaces and help establish a sense of place. Surfacing materials should be attractive and durable.

Residents feel safer when they are able to overlook the street and the activities in it. Streets that are the subject of good natural surveillance discourage crime, and reduce the fear of crime.

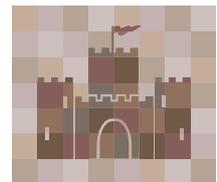
It is important that a clear separation of public and private space is achieved in new development, to maintain privacy and increase feelings of security. Ways of achieving this in terms of housing design are given below.

- Dwellings and main habitable rooms should front on to the street as this contributes to street life and activity and maximises surveillance.
- The main entrance to a house should normally face the street rather than the side of the house as should common entrances to flats.
- Buildings on corner sites that have windows on both street frontages increase opportunities for surveillance by avoiding blank walls facing the street.
- Blank walls facing the street dark recesses and other space that is not overlooked should be avoided.
- The external entrances to the property should be designed with the safety and security of future occupiers in mind. Entrances should be easily approached, visible from the street, well lit and without hidden corners and recesses. Particular care should be taken in locating entrances to dwellings in semi-basement areas.

- Recessed entrances create a transition zone from public to private space, but need to be well overlooked and lit in order to allow for surveillance of the door from the street.
- Well-designed boundary treatments are essential in providing clear ownership and responsibility for all open areas around a new development. All schemes should include proposals for defining all boundaries and details of the proposed treatments, without creating a 'fortress' like environment for the residents or visitors to the development.
- The boundary design should complement the design materials and techniques used in the overall scheme.
- A clear separation between public and private space should be achieved.
- Gates should define entrances and signal circulation routes.
- In order to ensure ease of maintenance, and to avoid a new development taking on a neglected appearance which could contribute to an incidence in crime and an increase in the fear of crime, left over pockets of green space not included within the overall garden boundaries should be avoided.

### **2.16 Gated access development**

Development set fully within a gated access segregates it from the surrounding environment, and detaches the development from its context. Gating acts to privatise areas, limits natural surveillance from passers by, and from occupants of the dwellings. Although this may reduce car crime, security is better promoted by ensuring that development is permeable, and overlooked as much as possible.



The Council will normally reject development that takes place within a gated environment. Security should be achieved otherwise through employing the principles of good urban design.

Gated access development does not refer to the normal practice of providing gates and boundaries to the grounds of blocks of flats and single dwelling house gardens. Gated access development refers to the practice of gating access to a development that would normally be provided as a public street.

### **2.17 Mixed use developments**

New housing can be provided as one element of a mixed-use development. This is most likely to be the case in town centres, main road frontages and on major development sites. A mix of uses including housing can bring new life and vitality and improve informal surveillance of streets, including streets in town centres outside normal business hours.

### **2.18 Access for refuse vehicles and emergency services**

Developers need to allow appropriate access for refuse vehicles and the emergency services. This may for example involve remote collection points for refuse in some development layouts. Access for these vehicles is governed by the Building Regulations (Part B for Fire Brigade Access and Part H for Refuse Vehicle Access). You are advised to consult the Council's Building Control and Highway Sections at an early stage to ensure that access for these vehicles can be achieved.

## 2.19 Affordable housing

### UPDATE

Requirements for affordable housing are contained in Core Strategy Policy 1.

~~The Council will negotiate for an element of affordable housing to be provided in the case of any site of 0.5 hectares or more or for those schemes that have the capacity to accommodate 15 units or more. In schemes comprising large residential units where the proposed floorspace of the dwellings is significantly higher than the Council standards, as set out in Table 1, the affordable housing contribution will be based on 35% of units. Full details can be found in Policy HSG 14 of the Lewisham Unitary Development Plan.~~

### 3. RESIDENTIAL QUALITY

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#### Layout

##### 3.1 Self containment

All new units must be completely self-contained and provide proper accommodation and facilities for washing, cooking, storage of food, sleeping and living. Generally a fixed bath, hand wash basin and WC should be provided in a separate bathroom.

Hostel accommodation for students and other special groups, where provided by the Council, a Housing Association or by a recognised educational trust or institution will normally be permitted to have a measure of shared cooking facilities. Where hostel accommodation is proposed the Council will seek to ensure as much self containment as possible.

##### 3.2 Outlook

All habitable rooms shall have reasonable daylight and outlook. Rooms without windows are not permitted, unless they are bathrooms and have suitable mechanical ventilation.

##### 3.3 Noise and room positioning

When designing room layouts the satisfactory 'stacking' and/or juxtaposition of quiet and noisy areas should be ensured within the building envelope. For example placing living rooms or kitchens over or next to the bedrooms in another unit should be avoided.

##### 3.4 Room and dwelling sizes

#### UPDATE

Requirements for minimum space standards for new development by dwelling types are contained in Chapter Three of the London Plan and the minimum room sizes are contained in the London Plan's Draft Housing Supplementary Planning Guidance.

Minimum space standards have been used by planning authorities in London since the mid-sixties. They were originally drawn up by the Parker Morris Committee and later amended by the GLC and adopted by the Housing Corporation to guide the provision of subsidised public housing.

The Council would wish developers in the Borough to ensure that the size and layout of the interiors of dwellings meet the minimum size standards set out in the tables below and to ensure that individual rooms will be satisfactory in terms of likely functions and activities.

~~Rooms should achieve at least the following minimum floor space standards and should be of a size and shape to allow for satisfactory arrangement of furniture and adequate circulation.~~

**Table 1– Minimum floor areas**Room areas in square metres (m<sup>2</sup>)

<b>Dwelling size (No of persons)</b>	<b>1P/ 1bed</b>	<b>2P/1 or 2-Bed</b>	<b>3P/ 2-Bed</b>	<b>4P/ 3-Bed</b>	<b>5P/ 4-Bed</b>	<b>6P/ 5+Bed</b>	<b>7P 5+Bed</b>
<b>Living room(without dining/kitchen)</b>	13.0	13.0	15.0	16.0	17.5	18.5	20.0
<b>Living room (with dining/kitchen)</b>	11.0	12.0	13.0	14.0	15.0	16.0	17.0
<b>Kitchen</b>	5.5	5.5	5.5	7.0	7.0	8.5	9.0
<b>Dining/kitchen</b>	8.0	9.0	11.0	11.0	12.0	13.0	14.0
<b>Main/double bedroom</b>	8.0	11.0	11.0	11.0	11.0	11.0	11.0
<b>Other double bedrooms</b>		10.0	10.0	10.0	10.0	10.0	10.0
<b>Single bedroom</b>		6.5	6.5	6.5	6.5	6.5	6.5
<b>Overall floor area</b>	30	45	57	70	79	86.5	95

### 3.5 Storage

In order to ensure the long term adaptability of new residential units, it is essential to ensure that all new development should have dedicated storage or attic areas. The Council would like to see adequate additional storage space (well distributed and used in part to enlarge rooms rather than as separate enclosed spaces) in all new units. Dwellings intended for family occupation should have storage facilities suitable for accommodating prams or buggies. Wheelchair housing should accommodate storage for wheelchairs.

### 3.6 Recycling facilities and bin storage

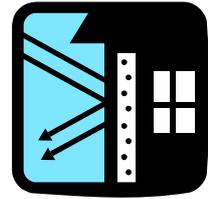
Where bins must be stored in the front garden they should be screened from sight, for example, by a wall or fence, and use a suitable space at the back edge of the footway. Bins should not be stored on routes involving staircases or steps, and should not obstruct pedestrian or vehicular access.

If you wish to construct a bin store, planning permission is usually required, and it should use materials to match those used in the surrounding building or garden wall, and be unobtrusive in design.

Additional adequate space (internal or external, such as storage bins in kitchens and integrating recycling bins or composting areas in the building or site fabric) should where possible also be provided for the separation and storage of recyclable material.

### 3.7 Noise insulation

High levels of noise insulation will be required in all residential development. The requirements for this are set out in the current Part E of the Building Regulations (2000). In higher density development a better standard of noise insulation will be sought.



All new residential development in noisy environments, on sites adjacent to busy roads, railways or industry, must be designed so as to reduce the effects of external noise in order to achieve an internal noise level that meets the current BS8233 Good Design criteria of 30dB(A) LAeq for all habitable rooms day and night.

Special consideration and sound proofing measures will be needed for residential units to be provided or converted above commercial or retail premises.

#### UPDATE

Please contact Council's Building Control for the latest information relating to the Building Regulations on telephone 020 8314 8233 or email [building.control@lewisham.gov.uk](mailto:building.control@lewisham.gov.uk)

### PARKING

#### 3.8 Parking standards for residential development

#### UPDATE

Parking standards for residential development are contained in Core Strategy Policy 14 and Chapter Six of the London Plan.

~~The Unitary Development Plan requires that one or two bed flats or houses should be provided with a maximum of one car parking space. Houses and flats with three or more bedrooms should be provided with a maximum of 1.5 parking spaces. See Table TRN 1 in the Lewisham Unitary Development Plan 2004. Sheltered housing should provide one parking space for a resident warden and a maximum of one parking space for every four flats.~~

The layout and location of parking areas is a key feature that affects the overall quality of schemes. In differing areas of the Borough contrasting approaches to parking may be pursued. In more inner urban areas 'on site' parking is often in conflict with the existing character of the area. Also excessive parking often means inefficient use of land.



- Car parking should not dominate the appearance of development.
- Car parking at the front of houses can reduce the degree of enclosure and weaken the distinction between public and private space.
- On-street parking has a beneficial traffic calming effect and adds to street activity and security.
- Schemes where the entire front garden is reduced to a paved area will be opposed as will the removal of garden walls between properties and fronting gardens. These

schemes often remove elements that contribute to the local character and distinctiveness of the street scene.

- Schemes involving parking at the front of development in Conservation Areas should have a high standards of landscaping and succeed in preserving or enhancing the character and appearance of the area in order to obtain permission.
- Car parks must be located to maximise surveillance.
- In larger residential developments, particularly blocks of flats the Council will consider the provision of managed and secure underground or courtyard parking.
- Undercroft parking at ground floor level is not encouraged as it is difficult to keep secure.

The Council supports the introduction of Green Travel Plans which aim to reduce car use and encourage more environmentally friendly travel for work journeys. ~~See Policy TRN 5 Green Travel Plans in the Lewisham Unitary Development plan. In Sustainable Living Areas close to public transport, and good local facilities the Council may consider car free development.~~

### 3.9 Cycle parking and storage

#### **UPDATE**

Cycle parking and storage requirements are also contained in Core Strategy Policy 14 and Chapter Six of the London Plan.

Cycle storage provided as part of a new development should be secure and covered. It could be integrated into the design of the hallway in new blocks of flats. In the case of cycle parking for conversion flats where space might not be available to accommodate this type of provision without detriment to the street scene, it will be necessary to examine various options as to how the standard of one cycle space per dwelling may be achieved.

### 3.10 Gardens and amenity space

Gardens for dwelling houses should be a minimum of 9 meters in depth. Adequate screening should be provided to all boundaries to private areas and gardens to avoid overlooking. This is particularly relevant to family dwellings and when existing residential development is extended. The effect of window design, rear access arrangements and habitable room positioning will all be taken into account.

Balconies and roof terraces to flats may suit a more compact form of development which does not have a larger outdoor private space. Where they are provided, the Council will expect to see an adequate amount of privacy afforded through their design and orientation both for occupiers and neighbours of the development. Where necessary the use of safety railings, screening, glazing, and other design approaches to limit any negative impacts will be required. Balconies and terraces where acceptable, should be of an adequate width to be practically useful. Roof terraces should always be directly adjoining a habitable room, kitchen or office area.

In the case of conversions of existing dwelling houses into flats, the addition of roof terraces or balconies may be more problematic. These cases will be judged on their merits according to the guidelines in this document – see the section on Building Extensions.

### 3.11 Landscaping, planting and trees

Good quality landscape design and tree planting in new development is of fundamental importance to the local environment. Sites may contain important landscape features of local significance or quality that may need to be retained and integrated into new proposals.



- All new development should provide landscape design proposals that maximise the opportunities found in the site and are integrated with the building design from the earliest stage.
- Careful evaluation should be made of all existing trees on the proposed development site. Ideally all existing trees considered to be of sufficient quality, or which make an important contribution to the street scene or the character of a Conservation Area, should be retained in new development. Where it is agreed that trees may be removed, then replacement planting should take place within the development area.
- Attractive or ecologically important existing natural features of a site should be retained where possible – these may include small areas of woodland, natural ponds, large or specimen trees or groups of trees.
- All new development should include tree planting proposals using native tree species
- Care should be taken in the siting of trees and shrubbery so that entrances and paths are not obscured.
- Some types of planting can be used to improve security such as various spiny shrubs that may be used for hedging.
- Trees in Conservation Areas are protected by Tree Preservation Orders and will usually be retained where possible.
- Development proposals on sites with nature conservation value should be accompanied by an environmental appraisal and include methods of mitigations and proposals for compensation.

### 3.12 Places for children to play

#### UPDATE

Requirements for children and young people's play and informal recreation facilities are contained in Core Strategy Policy 12 and Chapter Three of the London Plan.

~~Policy LCE4 'Places for Children to Play' in the Lewisham Unitary Development Plan seeks to provide attractive, safe and accessible places for children to play by, ensuring that new family and mixed housing schemes are designed so as to permit children to play in safety, and will seek formal play provision especially in larger new housing provision. The Greater London Authority has published new guidelines on Open Space Strategies and Play provision which may be referred to for useful information. They can be found at:~~

~~[http://www.london.gov.uk/mayor/strategies/sds/open\\_space.isp](http://www.london.gov.uk/mayor/strategies/sds/open_space.isp) and~~  
~~<http://www.london.gov.uk/mayor/strategies/play/index.isp>.~~

<http://legacy.london.gov.uk/mayor/strategies/sds/docs/spg-children-recreation.pdf>

## 4. ACCESSIBILITY

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### 4.1 Introduction

Central Government advice given in Planning Policy Statement 1: Delivering Sustainable Development states that 'development plans should contain clear and comprehensive inclusive access policies. Such policies should consider people's diverse needs and aim to break down the unnecessary barriers and exclusions in a manner that benefits the entire community. Although society and individuals have invested heavily in enabling people to manage their personal circumstances, many people are unnecessarily affected by ill-conceived design, with the mobility needs of, for example disabled people, elderly people and others considered separately from others and only once designs area completed.'

#### UPDATE

Lifetime Home and wheelchair accessible housing requirements are contained in Core Strategy Policy 1 and Chapter Three of the London Plan. Specific requirements for wheelchair housing are contained in a document titled *Wheelchair housing design guidelines* published by the South East London Housing Partnership (SELHP).

<http://www.lewisham.gov.uk/myservices/planning/policy/Documents/SELHPWheelChairHomesDesignGuide.pdf>

The validation of a planning application requires plans for each wheelchair unit demonstrating compliance with the SELHP design guide.

Policy HSG 5 in the Lewisham Unitary Development Plan Layout and Design of New Residential Development requires that new residential development provides physical accessibility for all members of the community including people with disabilities.

In the London Plan Policy 3A.4 Housing Choice requires that:

- All new housing is built to 'Lifetime Homes' standards and
- Ten per cent of new housing is designed to be wheelchair accessible, or easily adaptable for residents who are wheelchair users.

### 4.2 Circulation space

Entrance doors to flats should open into a lobby or hallway within the unit. To ensure easy access for furniture, entrances and doorways should be at least 900mm in width throughout the dwelling.

### 4.3 Wheelchair housing standards

Where practicable, ground floor units and units with lift access should be to or wheelchair standards. See Appendix 1.

#### 4.4 Lifetime homes

##### **UPDATE**

All housing is required to meet Lifetime Homes standards in accordance with Core Strategy Policy 1.

'Lifetime Homes' standards have been developed by the Joseph Rowntree Foundation Lifetime Homes Group. The dwellings incorporate standards that seek to make homes more flexible, convenient, safe, adaptable and accessible than most new homes currently under construction at little additional cost. Many aspects of them are included in Part M of the Building Regulations. However, the Council considers that the remaining aspects, not included in the Building Regulations are worthy of incorporation into new homes. The standards can be found on the Joseph Rowntree Foundation website at [www.jrf.org.uk](http://www.jrf.org.uk). A summary of the standards is to be found in Appendix 2.

#### 4.5 Lifts

Many people have difficulty with stairs. People with small children, those with physical disabilities and the elderly may find living with the entrance to a dwelling above ground floor level difficult. The Parker Morris Report recommended the provision of lifts in all schemes with entrances to dwellings on or above the fourth floor and two lifts in schemes with six storeys or more. Lift access is desirable in any scheme where the entrance to any dwelling is above the third floor. In schemes of six storeys or more, two lifts are desirable: one should be large enough to accommodate a stretcher.

##### **UPDATE**

Refer to the SELHP requirements for wheelchair housing for further information relating to lifts. <http://www.lewisham.gov.uk/myservices/planning/policy/Documents/SELHPWheelChairHomesDesignGuide.pdf>

## **5. FLAT CONVERSIONS**

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### **5.1 Introduction**

Achieving a mix of dwelling sizes is essential to maintaining mixed and balanced communities. In order to promote housing choice the Council must balance the demands for one or two bedroom units often provided in flat conversions with the need for family accommodation. A family dwelling suitable for households including children, usually consists of three or more bedrooms. It is therefore important that the Borough's valuable stock of large family housing, of which there is a shortage is retained.

Policy HSG 9 in the Lewisham Unitary Development Plan does not therefore permit the conversion of single family dwelling houses with a net floorspace of less than 130 square metres as originally constructed. The policy also states that at least one family unit will be provided in every conversion scheme (3+ bed) unless the Council is satisfied that the dwelling is unsuited for family occupation because of its location or character.

### **5.2 Calculation of net floor space**

In general terms this is the usable area within a building measured to the face of the internal finish of perimeter or party walls ignoring skirting boards and taking each floor into account.

The Net Floor Space Calculation will include the following as part of the calculation:

1. Perimeter skirting, moulding or trunking
2. Any built in units or cupboards occupying useable areas
3. Partition walls or dividing elements
4. Open circulation areas and entrance halls and corridors
5. Stairwells, lift wells, atria, landings not shared or used in common. These shall only be counted once and not on each level unless in shared use from the time of original construction.

The Net Floor Space Calculation will exclude the following as part of the calculation

1. Internal structural walls, walls (whether structural or not) enclosing excluded areas, columns, piers, chimney breasts, other projections, vertical ducts etc.
2. Areas with headroom of less than 1.5 metres.
3. Areas of the building that were not inhabited at the time of original construction. For basements and lofts to be included in the calculation evidence of habitation would need to be provided.
4. Extensions and additions to the original building (including conservatories) after 1 July 1948.

### **5.3 Outlook and amenity**

All habitable rooms shall have reasonable daylight and outlook. Rooms without windows are not permitted, unless they are bathrooms and have suitable mechanical ventilation.

## 5.4 Room sizes in flat conversions

### UPDATE

Requirements for minimum space standards for new development by dwelling types are contained in Chapter Three of the London Plan and the minimum room sizes are contained in the London Plan's Draft Housing Supplementary Planning Guidance. This includes flat conversions.

Rooms in flats or maisonettes provided on conversion should be of a size and shape to allow for the satisfactory arrangement of furniture. A single bedroom should accommodate a single bed, bedside cabinet, chest of drawers, and a single wardrobe and/or fitted wardrobe. A double bedroom should accommodate a double bed or twin beds, bedside cabinets, a double wardrobe, or fitted wardrobe, chest of drawers and a dressing table. Living rooms should accommodate a settee, two easy chairs, a television, one or two small items and other items such as for example, a bookcase or other form of storage. A good quality conversion will retain original features such as fireplaces and room layouts to enhance the quality and desirability of the resulting units.



These guidelines apply to rooms with a ceiling height of at least 2.5 m. Additional space may be required in rooms of irregular shape and variable height.

#### Flats with a Dining Kitchen

Living Room	13m <sup>2</sup>
Dining Kitchen	11m <sup>2</sup>

#### Flats without a Dining Kitchen

Living Room	14m <sup>2</sup>
Kitchen (one bed or studio)	5.5m <sup>2</sup>
Kitchen (two beds or more)	7.5m <sup>2</sup>

#### Bedrooms

Double Bedroom	11 m <sup>2</sup>
Single Bedroom	6.5 m <sup>2</sup>

#### Studio Flats

Studio/Bedsitting Room	17m <sup>2</sup>
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Studio flats in conversions are not encouraged.

Some discretion on rooms sizes will be permitted where plans show any areas less than 1.5 metres high used for storage (such as built in cupboards) and the applicant can demonstrate that the room is a practical size and shape and can accommodate the necessary furniture.

### **5.5 Rooms in attics and basements in conversions**

Rooms in basements and semi-basements, unless they can be provided with adequate natural lighting and outlook, should not in themselves form a separate unit of accommodation but should form part of a unit (e.g. the lower half of a maisonette).

Attic rooms including loft conversions need to be provided with sufficient head clearance and floor space. Floor space calculations should be based on parts of the rooms with a headroom of more than 1.5m.

### **5.6 Storage**

Storage requirements in Conversion flats should meet similar requirements to those for new Residential development.

### **5.7 Flats suitable for family occupation and gardens for conversion flats**

#### **UPDATE**

Requirements for minimum space standards for new development by dwelling types are contained in Chapter Three of the London Plan and the minimum room sizes are contained in the London Plan's Draft Housing Supplementary Planning Guidance. This includes flats suitable for family occupation.

Policy HSG 9 Conversion of Residential Property normally requires at least one family unit to be provided in every conversion scheme unless the dwelling is unsuited for family occupation. A family unit comprises a dwelling of three bedrooms or more.

Policy HSG 7 in the Lewisham Unitary Development Plan seeks the provision of private gardens for family dwellings. The garden should be readily accessible, secure, private and useable and should have a minimum depth of 9 metres. The most practical solution for most properties is likely to be where the ground floor has sole access to the garden space. This will make a ground floor flat more suitable for family occupation. Where the garden of a house to be converted is larger, consideration should be given to retaining the garden as a single unit to be managed collectively, so long as convenient access for all residents is ensured.

## 6. RESIDENTIAL EXTENSIONS

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### 6.1 Permitted development

Many alterations and small extensions to single family dwelling houses can be built as 'permitted development' without needing to apply for planning permission. These rules are set out in a document called the General Permitted Development Order (GPDO). Purpose built flats and houses that have been converted into flats have no permitted development rights, so planning permission will always be required for extensions and other alterations. Guidance on permitted development can be found in the Government's free booklet 'Planning: A Guide for Householders'. It can be found at the Government's website [www.communities.gov.uk](http://www.communities.gov.uk), by contacting the Council's Planning Information Office on 020 8314 7400 or by calling 0870 1226 236.

#### UPDATE

This guide has been replaced by the [visual guidance on household projects](http://www.planningportal.gov.uk/permission/house) available on the Planning Portal. <http://www.planningportal.gov.uk/permission/house>

Although permitted development can be carried out as of right, you are advised to discuss the matter with the Planning Service as you may wish to apply for a 'Certificate of Lawful Development'. The Certificate confirms that planning permission was not needed for the development which can be helpful when you come to sell your property. New development will also need to satisfy the requirements of the Building Regulations. These regulations ensure the proper construction of your extension, and that the requirements of party wall legislation are met. The Council's Building Control Office on 020 8314 8233 should be contacted for further information.

### 6.2 Rear extensions

Lewisham has a wide variety of types of properties and it is difficult to set a series of standards that apply to all types of properties. Some general guidelines however apply:

When considering applications for extensions the Council will look at these main issues:

- How the extension relates to the house.
- The effect on the character of the area – the street scene and the wider area.
- The physical impact on the effect the building and the amenity of occupiers of neighbouring property.
- A suitably sized garden should be maintained.

There are therefore a number of key points to consider when planning an extension:

- ensure the extension reflects and enhances the appearance of the house whatever its character or style
- windows and doors should be of a similar pattern and should align with existing window and door openings where possible
- it should be smaller and lower than the original building
- ensure it fits into the surrounding street environment. Corner properties will require careful treatment due to their prominence

- consider the extension in relation to how it might affect the privacy and outlook of neighbours. The position of windows, the size of the extension and how far it extends from the house will be very important.

Please note that conservatories and car ports are regarded as extensions to a dwelling. There may be situations where an architectural treatment which departs from these guidelines will make a valuable contribution to the street scene. In such instances the Council will be willing to consider the scheme sympathetically.

**It should be noted that flats have no permitted development rights under the General Permitted Development Order so planning permission for extensions is always necessary.**

### 6.3 Materials

In much of the borough, the predominant materials used to construct the original buildings were brick (yellow stocks, with trimmings often in red brick), blue Welsh slates, painted joinery and stucco (smooth render painted finish). Bricks and roofing material used to construct an extension should match those used in the original building. Quality clay brick and slate are the most acceptable building materials. Sand lime bricks, surface-coated bricks, concrete roofing tiles, stone cladding and pebble dash render will be resisted. The Council will also support the use of modern materials in appropriate circumstances.

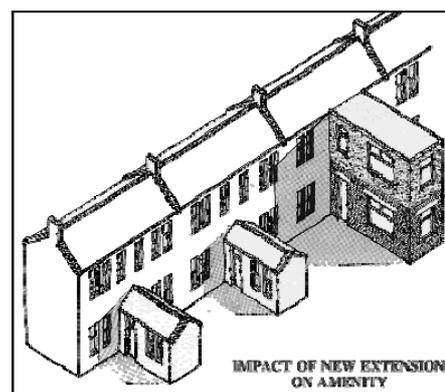


### 6.4 Bulk and size

Extensions should be smaller and less bulky than the original building and reflect its form and shape.

Traditionally, extensions to buildings are subsidiary to the main structure. Over-dominant extensions may destroy the architectural integrity of existing buildings and may be out of character with adjacent buildings.

In the case of older pre-1914 buildings in order to maintain the integrity and symmetry of the original façade, it may be necessary to align eaves and floor levels.



In the case of smaller terraced and semi-detached houses, rear extensions will generally be limited to a single storey in height. Two storey back additions in these locations will restrict the daylight and outlook of adjoining properties, and may also restrict light to the original building. Exceptions may be made in the case of larger Victorian properties, and in non standard sites such as at the ends of streets, subject to satisfactory design and internal layout.

## 6.5 Side extensions

Single storey extensions to the sides of buildings should be carefully designed having regard to the street scene of which they will be part.

In order to ensure that a side extension appears subsidiary to the main building a set back may be used which should be followed through to the roof which should be similarly set back. The set back should be at least 300mm, but the depth might need to vary considerably dependent on the nature of the urban form of the street. The depth of the set back will depend on how prominent the building is, its location, the design of the surrounding buildings, and the character and rhythm of the street as set by distances between buildings. In some cases the character of a street will mean that a side extension is not appropriate. This is often the case in Conservation Areas , particularly if the extension would disrupt a distinctive or regular street pattern.

Side extensions on corner sites should take into account both frontages and should be appropriately setback from the side boundary. Any extension of this kind should not compromise the front building line of the adjoining street.

Use of a set back may be particularly important in the case of paired buildings (semi-detached houses) where an addition in the same plane as the original façade would harm the symmetry of the original design.

Side extensions in Conservation Areas, where permission is required will need to preserve or enhance the appearance of the Conservation Area in order to obtain planning permission.

## 6.6 Front extensions and porches

Front extensions (not including porches) will not be permitted unless these reflect the predominant character of the area.

Porches should take into account the most appropriate position, size, shape and height that would complement the existing building. Porches should not project beyond or connect a bay window or garage.

Lightwells to new or extended basements should usually be protected with a grill rather than vertical railings or balustrading.

## 6.7 Roof extensions

Lewisham has a wide variety of roof designs and it is difficult to set a series of standards that apply to all types of properties. Some general guidelines however apply, and these are given below. Some of these developments may not require planning permission. Information on what is permitted development can be found in the Government leaflet 'Planning: A Guide for Householders'. However, following these guidelines will be helpful in obtaining a result that is visually attractive and compatible with the style of your house.



All roof extensions should be sensitively designed to retain the architectural integrity of the building. The following design principles should be used to achieve this:

- All roof alterations should be successfully integrated with and preserve the architectural character of the building, and be subordinate to the principal elevations.
- Planning permission is always required for roof additions in Conservation Areas.
- The type and style of windows used should be similar to those used in the main elevations and reflect their alignment.
- For Victorian and Edwardian buildings, particularly in Conservation Areas box dormers occupying a whole roof slope are unlikely to be permitted.
- Roof extensions, including dormer windows, to the front and side elevations will be resisted in favour of roof lights set into the roof slope.
- Larger roof extensions should be located on the rear elevations in order to protect the front and side elevations from substantial alteration.
- Rear roof extensions should be set back a minimum of one metre behind the lines of eaves and a minimum of 500mm from the gable, flank or party wall boundary.
- Roof extensions will not be permitted where any part of the extension will be above the height of the ridge of the main roof.
- Roof extensions should be set back into the roof slope and not be formed by building up external walls.
- The materials used for roof extensions and dormers should be compatible with the existing roof material in order to be unobtrusive and blend into the roof slope. Preferred materials are natural or simulated slates, clay tiles, zinc, lead or copper as appropriate with fascia boards in painted timber or hardwood.
- In Conservation Areas appropriate materials should be used which preserve or enhance the character of the Conservation Area. Consideration should be given to reinstating the original type of roof covering wherever possible.
- Roof extensions to Listed Buildings will be considered each on their merits, but are unlikely to be approved if they harm historic roof structures and the overall special architectural or historic interest of the listed building.
- Roof lights should be fitted flush with the slate or tiles of the roof and their number on front roof slopes should be kept to the minimum necessary in order to avoid clutter.



The Conservation and Urban Design Team and the Planning Information desk have details of roof lights that are well designed and can be flush fitted.

## **7. BUILDING MATERIALS, WINDOWS AND WINDOW REPLACEMENTS**

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### **7.1 Building materials**

To ensure the external appearance of development is of a satisfactory standard, a sample of external materials to be used (e.g. facing bricks, tiles, fencing materials etc.), will be required for approval before the development is started. These should normally be of a type which matches or blends with the local materials.

Where there is potential for graffiti to be a problem, resistant materials should be used. Floor materials in public areas, or areas likely to be used by people with disabilities, should be slip resistant. Tactile materials and/or suitable colouring should also be employed in such circumstances, to warn people with disabilities of approaching hazards and to ease navigation of the building/space.

High quality, durable materials should be chosen and consideration given to their future maintenance, to ensure a long life span. Environmentally-friendly materials are preferred.

### **7.2 Windows**

The design and placement of windows makes a strong contribution to the quality and attractiveness of new development.

- Front elevations should usually be composed of a relatively regular pattern of well-proportioned windows unless the design style specifically requires otherwise.
- Windows in extensions in Conservation Areas and new housing of a traditional design should normally have 90 mm external reveals.



### **7.3 Replacement windows**

Planning permission for replacement windows will be required in the following circumstances:

- Houses covered by an Article 4 Direction
- All flats whether within or outside Conservation Areas.

Building Control regulations require all replacement windows to be double glazed in order to increase the thermal efficiency of buildings. This is clearly an issue for the replacement of windows in traditional style buildings as UPVC double glazing will not match the style and materials of the original windows. Timber replacement double glazed windows are available, and will be required in the circumstances listed below. In order to achieve an appropriate appearance for these windows in Conservation Areas the Council's Building Control Service will reduce the thermal efficiency requirement to 2.6 W/m<sup>2</sup>K (normally 2.0) which can be achieved by using a 14mm sealed unit of two panes of 4mm glass and a 6mm spacer. Trickle vents should be avoided in favour of venting through an air brick or fireplace.

Planning permission is not required to repair, repaint or draught-proof existing windows, or to install secondary glazing. A list of sash window repair specialists is available from the Planning Information desk or the Conservation Officer.

#### **7.4 Replacement windows in houses covered by an Article 4 Direction and flats in conservation areas**

- Replacement windows will be required to be compatible with the character of the Conservation Area in order to obtain planning permission.
- Windows should be the appropriate type for the style and age of building.
- For example the windows of a traditional building should be replaced with traditionally constructed timber sliding sash windows, including glazing patterns and horns, the pattern either found on the windows being replaced or on similar windows in the same street.
- Article 4 directions often apply to rear elevations where they are visible from the public realm e.g. a highway, railway, open space. Planning permission will therefore be required for replacement windows. Proposals for replacement windows on these elevations will be assessed in terms of their impact on the character and appearance of the Conservation Areas. Windows should be of an appropriate type, style and construction.
- The type of replacement windows considered acceptable in twentieth century buildings will depend on the contribution the building makes to the character of the conservation areas, its design, its quality and location.
  - The original window type and material should be replicated in:
    - buildings that make a positive contribution to the character and appearance of the conservation area
    - well designed, proportioned and detailed buildings where UPVC would harm the appearance of the building
    - the building retains all or most of its original windows (particularly on elevations visible from the public realm)
    - buildings in a prominent location in a conservation area
  - UPVC windows may be permissible in the following circumstances:
    - The building does not make a positive contribution to the conservation area and replacement windows copy the originals in most ways (e.g. glazing patterns, casement openings etc)
    - The building already has a high level of alterations visible to the public realm and the new windows would improve the appearance
    - Windows are not a key feature of the building and replacement is being carried out to the whole block to achieve a homogeneous appearance.

#### **7.5 Window replacement in flats outside conservation areas**

Policy URB 6 in the Lewisham Unitary Development Plan 2004 states that alterations should respect the plan, form, period, architectural characteristics and should normally use matching materials.

Planning permission is required for window replacements in all purpose built flats and houses converted to flats. Replacement windows in Victorian and Edwardian houses converted to flats should copy the original window type in terms of opening method, glazing pattern and detailing.

## 8. LINKS TO THE LEWISHAM UNITARY DEVELOPMENT PLAN

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### UPDATE

Many UDP policies were deleted in 2007 and then again in 2011 when the Core Strategy was adopted. The deleted policies are shown as ~~strikethrough~~. The remaining UDP policies continue to be saved until replaced by an adopted DPD.

This document is a Supplementary Planning Document that forms part of the Local Development Framework. Policies on the Layout and Design of Residential Development, Density, Affordable Housing and Residential Amenity are to be found in the Unitary Development Plan. This document provides supplementary guidance as to how the Council will expect these policies to be implemented and the physical standards that will be applied to achieve a good standard of general amenity in residential development.

The Guidance provides supplementary advice on the following UDP policies:

URB 3 Urban Design

~~URB 4 Designing out Crime~~

URB 6 Alterations and Extensions

~~URB 7 Access to Buildings for People with Disabilities~~

URB 8 Landscape and Development

URB 13 Trees

~~URB 15 Conservation Areas~~

URB 16 New Development, Changes of Use and Alterations to Buildings in Conservation Areas

~~URB 18 Listed Buildings~~

URB 20 Locally Listed Buildings

ENV.PRO 12 Light Generating Development

~~ENV.PRO 14 Controlling Development in the Flood Plain~~

~~ENV.PRO 15 Sustainable Surface Water Drainage in New Development~~

~~ENV.PRO 16 Protection of Tidal and Fluvial Defences~~

~~ENV.PRO 19 Energy Efficiency~~

~~ENV.PRO 20 Renewable Energy~~

~~OS 13 Nature Conservation~~

HSG 4 Residential Amenity

HSG 5 Layout and Design of New Residential Development

~~HSG 6 Dwelling Mix~~

HSG 7 Gardens

HSG 8 Backland and In-fill Development

HSG 9 Conversions of Residential Property

~~HSG 10 Conversion of Office and other Commercial Space to Residential Accommodation~~

~~HSG 11 Conversion of Space Above Shops to Residential Accommodation~~

HSG 12 Residential Extensions

~~HSG 13 Provision of Affordable Housing~~

~~HSG 16 Density~~  
~~HSG 17 Sustainable Living Areas~~  
~~HSG 18 Special Needs Housing~~  
~~HSG 19 Houses in Multiple Occupation~~

~~TRN 14 Cycle Parking~~  
~~TRN 15 Provision for Cyclists and Walkers~~  
~~TRN 22 Home Zones~~  
~~TRN 23 Car Free Residential Development~~  
~~TRN 24 Off-Street Parking for Residential Conversions~~  
~~TRN 26 Car Parking Standards~~

~~LCE 4 Places for Children to Play~~

## 9. DEFINITIONS AND GLOSSARY

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### UPDATE

Definitions and a glossary of terms are also contained in Appendix 6 of the Core Strategy, Annex Five of the London Plan and Annex 2 of the NPPF.

### Calculation of site areas

Site area will exclude any adjoining public or private open space but include any small private amenity open space within the proposed layout. Half the width of the road adjoining, up to a maximum of 6 metres (20 ft), will be included. In the case of a site bounded by more than one road, e.g. a corner site, the adjoining road will be the road on the principal frontage (normally in accordance with the postal address). A quarter of the width of the road(s) on secondary frontages, up to 3 metres will be included in the calculation.

### Family housing

Family housing means dwellings comprising at least three bedrooms one of which must be a double bedroom with a minimum size of 11 square metres. A single bedroom should be a minimum size of 6.5 square metres.

A site may be unsuitable for occupation by families, for example, if it is within an external environment which is very noisy or dirty, where use of a garden might be unpleasant.

### General Permitted Development Order

In the Town and Country Planning (General Permitted Development) Order, Parliament grants a general planning permission for various minor alterations to houses and garden buildings, removing the need to apply to the council. It allows people a reasonable degree of freedom to make the most of their properties, whilst relieving the council of the burden of a large number of unnecessary planning applications. The rights to add extensions or put up garden buildings are subject to various limits and conditions. For details, call 0870 1226 236 for the free booklet, *Planning – a Guide for Householders*, or find it on the ODPM website, <http://www.communities.gov.uk>

### UPDATE

This guide has been replaced by the [visual guidance on household projects](#) available on the Planning Portal. <http://www.planningportal.gov.uk/permission/house>

### Party Wall Legislation

This legislation regulates the legal agreements that are reached between the owners of adjacent buildings when work affects the party wall. For further details contact the Council's Building Control Service.

### ~~Sustainable Living Area (SLA)~~

~~These are areas defined in Policy HSG 17 Sustainable Living Areas in the Lewisham Unitary Development Plan.~~

The Council may subject to other policies in the Plan and the quality of the design of the design of the proposed scheme, apply density, parking and other planning standards more flexibly. The Sustainable Living Areas are mainly focused on the pedestrian catchment areas of the majority of major and district centres in the Borough namely Catford, Forest Hill, Lee Green, Lewisham, New Cross, Deptford and Sydenham. Further details are to be found in the Lewisham Unitary Development Plan.

## APPENDIX 1: WHEELCHAIR HOUSING

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### UPDATE

Requirements for wheelchair housing are contained in a document titled *Wheelchair housing design guidelines* published by the South East London Housing Partnership. <http://www.lewisham.gov.uk/myservices/planning/policy/Documents/SELHPWheelChairHomesDesignGuide.pdf>

The following key features of wheelchair housing are requirements in the *Wheelchair Housing Design Guide* published in 1997 by NATWHAG, the National Wheelchair Housing Association Group.

### Approach

- Level or gently sloping route to all external entrances, and to external facilities such as storage, parking, garden and clothes drying area.
- Paths slip resistant and smooth, minimum width 1200mm.
- Ramps to be avoided.
- Path gateways to provide minimum 850mm clear opening width.
- Good cover at point of transfer from vehicle to wheelchair.

### Entrance

- Entrance to be covered and well lit.
- Entrance landing to be level, and minimum size of 1500 x 1500mm.
- All external doors to give 800mm clear opening and to have accessible thresholds.

### Internal circulation

- Corridors minimum 900mm wide, 1200mm wide where 90° turn necessary and 1500mm wide where 180° turn necessary.
- Internal doorways to give minimum 775mm clear opening width and to have level thresholds.
- Provision for storage and recharging of battery-operated wheelchair.
- Minimum turning space inside entrance 1200 x 1500 mm.
- Rooms all on one level or accessible by wheelchair accessible lift. Where lift required to comply with BS5900 (1991).
- Bedrooms, living rooms and dining rooms with adequate space for wheelchair users to turn through 180° with furniture in place i.e. turning circle 1500mm or ellipse 1800mm x 1400mm.
- Main bedroom to bathroom connected by full height knock-out panel, or other means.
- Suitable provision for future hoist to run between main bedroom and bathroom.
- Kitchen layout provides effective and appropriate space for use by a wheelchair user. Clear manoeuvring area minimum 1800 x 1400mm.
- Bathroom layout ensures independent approach/transfer to and use of all fittings, including manoeuvring space clear of fittings.

- ~~Extra space in bathroom for both bath and shower with at least one to be fully installed. Shower area to be wheelchair accessible with floor drain.~~
- ~~Suitable controls of mains water stopcock, gas and electric main consumer units. Suitable isolating valves to sink, washing machine, etc.~~
- ~~Glazing line in living/dining/bedrooms no higher than 810mm above room floor level.~~

## APPENDIX 2: LIFETIME HOMES STANDARDS

This is a summary of the requirements for Lifetimes Homes standards. Further details can be found on the Joseph Rowntree Foundation website

[www.jrf.org.uk/housingandcare/lifetimehomes/partMandLTH.asp](http://www.jrf.org.uk/housingandcare/lifetimehomes/partMandLTH.asp)

### UPDATE

The requirements for Lifetime Homes are provided on the following website

<http://www.lifetimehomes.org.uk/>

Lifetime Homes Standards	Comment
1. Where there is car parking adjacent to the home, it should be capable of enlargement to attain a 3300mm width.	This refers to in-curtilage parking. If the scheme meets Part M of the building regulations then this standard is met.
2. The distance from this car parking space to the home should be kept to a minimum and should be level or gently sloping.	If the scheme meets Part M then this standard is met.
3. The approach to all entrances should be level or gently sloping.	If the scheme meets Part M then this standard is met.
4. All entrances should be illuminated, have level access over the threshold and have a covered main entrance.	This standard goes beyond Part M because it applies to ALL entrances. Additional requirements include providing lighting and a cover over the main entrance.
5. Communal stairs should provide easy access, and where homes are reached by a lift, the lift should be wheelchair accessible.	This standard goes beyond Part M because it requires a lift which will hold eight people, not six.
6. The width of internal doorways and hallways should conform to Part M, except where the approach is not head on and the corridor width is 900mm, where the clear opening width should be 900mm rather than 800mm. There should be 300mm to the side of the leading edge of the doors on the entrance level.	This standard goes beyond Part M because of the requirement for 300mm to the leading edge of ground floor doors to facilitate opening for wheelchair users, and for 900mm clear opening for doorways coming off a 900mm wide corridor.
7. There should be a space for turning a wheelchair in dining areas and living rooms and adequate circulation space for wheelchair users elsewhere.	The dimension for a turning circle is 1500mm; an ellipse of 1400 x 1700mm is also acceptable.
8. The living room should be at entrance level.	In some town houses this is often shown as living/bedroom.

Lifetime Homes Standards	Comment
9. In houses of two or more storeys, there should be space on the ground floor that could be used as a convenient bed-space.	The bed-space could be a temporary measure. But there should be enough space to make one without compromising the living room.
10. There should be a wheelchair accessible entrance level toilet with drainage provision enabling a shower to be fitted in the future.	For properties 2 bed and below a Part M toilet is acceptable, for 3 bed and larger then the wheelchair user should be able to close the door and do a side transfer on to the toilet. Minimum requirement is 1100mm in front of the WC pan.
11. Walls in bathrooms and toilets should be capable of taking adaptations such as handrails.	Walls should be reinforced.
12. The design should incorporate provision for a future stair-lift and a suitably identified space for potential installation of a through the floor lift from the ground to the first floor, for example to a bedroom next to a bathroom.	There should be a clear space between the wall and the widest part of the opposite handrail of at least 900mm wide. The identified space for the through the floor lift will have butted joists.
13. The design should provide for a reasonable route for a potential hoist from a main bedroom to the bathroom.	The best solution is a removable panel between the bathroom and bedroom, however a simple route from bed to bathroom is acceptable so long as the potential route does not compromise fire walls/breaks.
14. The bathroom should be designed to incorporate ease of access to the bath, WC and wash basin.	While there is not a requirement for a turning circle, simple layout and ease of use are essential.
15. Living room window glazing should begin at 800mm or lower, and windows should be easy to open/operate.	Below 800mm, standard glazing is not acceptable under Building Regulations.
16. Switches, sockets, ventilation and service controls should be at a height useable by all (i.e. between 450mm and 1200mm from the floor).	This standard goes beyond Part M because of the requirement for all service controls etc. on all floors to meet the standard.

## APPENDIX 3: LONDON PLAN POLICIES ON SUSTAINABILITY IN RESIDENTIAL DEVELOPMENT

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### UPDATE

London Plan policies on sustainability in residential development are contained in Chapter Five of the London Plan (2011). The policies below refer to the previous London Plan and are no longer applicable.

#### **Policy 4A.7 Energy efficiency and renewable energy**

The Mayor will and boroughs should support the Mayor's Energy Strategy and its objectives of reducing carbon dioxide emissions, improving energy efficiency and increasing the proportion of energy used generated from renewable sources by:

- Improving the integration of land use and transport policy and reducing the need to travel by car (see Chapter 3, Part C)
- Requiring the inclusion of energy efficient and renewable energy technology and design, including passive solar design, natural ventilation, borehole cooling, combined heat and power, community heating, photovoltaics, solar water heating, wind, fuel cells, biomass fuelled electricity and heat generating plant in new developments wherever feasible
- Facilitating and encouraging the use of all forms of renewable energy where appropriate including giving consideration to the impact of new development on existing renewable energy schemes
- Minimising light lost to the sky, particularly from street lights.

The Mayor will work with strategic partners to ensure that the spatial, transport and design policies of this plan support the Mayor's Energy Strategy and contribute towards achieving CO<sub>2</sub> and renewable energy targets.

#### **Policy 4A.8 Energy assessment**

The Mayor will and boroughs should request an assessment of the energy demand of proposed major developments, which should also demonstrate the steps taken to apply the Mayor's energy hierarchy. The Mayor will expect all strategic referrals of commercial and residential schemes to demonstrate that the proposed heating and cooling systems have been selected in accordance with the following order of preference: passive design; solar water heating; combined heat and power, for heating and cooling, preferably fuelled by renewables; community heating for heating and cooling; heat pumps; gas condensing boilers and gas central heating.

#### **Policy 4A.9 Providing for renewable energy**

The Mayor will and boroughs should require major developments to show how the development would generate a proportion of the site's electricity or heat needs from renewables, wherever feasible.

#### **Policy 4A.10 Supporting the position of renewable energy**

The Mayor will support and encourage the development of at least one large wind power scheme in London together with the building mounted schemes, where these

do not adversely affect the character and amenity of the area. UDP policies should identify suitable sites for wind turbines and other renewable energy provision, such as non-building integrated solar technologies along transport routes, reflecting the broad criteria to be developed by the Mayor in partnership with the Environment Agency and boroughs.

#### **Policy 4A.11 Water supplies**

The Mayor will work in partnership with appropriate agencies within London and neighbouring regions to protect and conserve water supplies in order to secure London's long term needs by:

- Ensuring that adequate sustainable water resources are available for major new development
- Minimising the use of treated water
- Maximising rainwater harvesting opportunities
- Using grey water recycling systems
- Reaching cost-effective minimum leakage levels
- Keeping under review the need for additional sources of water supply.

In determining planning applications, the Mayor will and boroughs should have proper regard to the impact of those proposals on water demand and existing capacity.

#### **Policy 4B.6 Sustainable design and construction**

The Mayor will, and boroughs should, ensure future developments meet the highest standards of sustainable design and construction and reflect this principle in UDP policies.

These will include measures to:

- Re-use land and buildings
- Conserve energy, materials, water and other resources
- Ensure designs make the most of natural systems both within and around the building
- Reduce the impacts of noise, pollution, flooding and micro-climatic effects
- Ensure developments are comfortable and secure for users
- Conserve and enhance the natural environment, particularly in relation to biodiversity
- Promote sustainable waste behaviour in new and existing developments, including support for local integrated recycling schemes, CHP schemes and other treatment options (subject to Policy 4A.1 and 4A.2).

Applications for strategic developments should include a statement showing how sustainability principles will be met in terms of demolition, construction and long-term management.

Boroughs should ensure that, where appropriate, the same sustainability principles are used to assess planning applications.

