LDF

Local Development Framework

Residential Extensions and Alterations Supplementary Planning Document

DRAFT

October 06

Hackney

Hackney

DRAFT SUPPLEMENTARY PLANNING DOCUMENT

RESIDENTIAL EXTENSIONS AND ALTERATIONS

Draft: October 2006

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1 INTRODUCTION

The continual adaptation of the existing building stock is an essential part of helping to meet changing demands for housing in an evolving society and a changing community.

It is estimated that over 80% of Hackney's residential buildings are over 50 years old and more than 20% are of a historic character, being either listed or located in a conservation area. The vast majority of these buildings will still be in use beyond the next 50 years. They are a resource that has provided for the needs of past generations and, if managed appropriately, can provide for the needs of the present generation without prejudicing their use in the future.

It is, therefore, essential that extensions and alterations to the buildings of Hackney enhance and protect the positive qualities and characteristics of both individual dwellings as well as the wider townscape of which they form a part. The Borough possesses many good quality houses and areas of townscape quality and through the use of good design these qualities can be maintained and enhanced. This document sets out the Council's requirements to ensure that good design is central to proposals for residential alterations and extensions.

Background

This draft Supplementary Planning Document: Residential Extensions and Alterations (SPD) provides guidance on residential extensions and alterations in Hackney and should be read in conjunction with the Hackney Unitary Development Plan 1995 and the Mayor of London's spatial development strategy The London Plan, February 2004. The SPD is a Local Development Document which forms part of the London Borough of Hackney's Local Development Framework (LDF). The LDF will replace the Hackney Unitary Development Plan 1995.

This SPD replaces Parts 2 & 3 of the Supplementary Planning Guidance (SPG) 2: Residential Extensions and Alterations dated February 1989. Part 1 of the SPG relating to residential conversions will continue to be a material consideration when determining relevant planning applications. It is expected that these sections of the SPG will be replaced by additional guidance which will be produced as part of the Residential Development Standards for Conversions SPD identified in the Hackney Local Development Scheme for adoption in December 2008.

Supplementary Planning Documents are used to supplement specific policies that form part of the planning framework for the Borough of Hackney. The purpose of this SPD is to inform applicants on what is an acceptable standard of altering or extending their homes and to guide applicants in achieving high quality design outcomes.

It is recognised that demographic pressures within the Borough have led to an intensification of pressure for alterations and extensions to residential properties, which has the potential to compromise areas of townscape quality and amenity for all residents. Insensitive alterations, undertaken without regard for a building's context or for a long term use, can quickly degrade the quality of Hackney's built environment.

Purpose of the SPD

This SPD is intended for use in the determination of planning applications, by providing planners, architects, local residents and their agents with appropriate guidance for undertaking extensions and alterations to private dwellings. It takes the form of a detailed design guide intended to inform applicants of design quality standards intended to create a high-quality, sustainable built environment in line with the Council's aspirations for its present and future residents. It is equally applicable to buildings of a residential nature which are now in another use.

The guidance contained in this document has been based on an analysis of the existing townscape and built character within the Borough together with an understanding of the Borough's residential building stock and an examination of how it can be extended or altered in the most appropriate manner. It is based on an assessment of which parts of residential buildings are most sensitive to change and, conversely, where there is greater capacity for existing buildings to accommodate change, as well as the degree of change that is considered acceptable. The SPD offers guidance on appropriate design solutions to various extensions and alterations, based upon established and accepted design principles.

The SPD has been subject to a sustainability appraisal (The Residential Alterations and Extensions Supplementary Planning Document Sustainability Appraisal and Scoping Report December 2006) to ensure the document contributes to the achievement of sustainability objectives.

Policy Context

The following planning policies and guidance have been used to inform this SPD. Any residential extension or alternation must be consistent with the statutory planning framework established by Hackney's Unitary Development Plan and the London Plan and take into account relevant Government guidance as outlined below.

National Policy

Planning Policy Statement 1: Delivering Sustainable Development 2005 (PPS1) requires that "planning policies promote high quality inclusive design in the layout of new developments and industrial buildings in terms of function and impact, not just in the short term but over the lifetime of the development" (Paragraph 13(IV)). PPS1 also states that "design which fails to take the opportunities available from improving the character and quality of an area should not be accepted." (Paragraph 13 (IV))

Planning Policy Guidance Note 3: Housing (PPG3) sets out how Local Planning Authority's policies on various aspects should relate to new approaches to housing and encourages, amongst other things, the provision of informed guidance to applicants on the methods for more efficient use of space without compromising the quality of the townscape. PPG3 encourages the creation of places and spaces that are oriented to the needs of people, creating distinctive neighbourhoods and enhancing local character.

Planning Policy Guidance Note 15: Planning and the Historic Environment (PPG15), sets out the Government's policy for the identification and protection of the historic built environment. It offers guidance and advice on controls over Listed Buildings and Conservation Areas. It also encourages Local Planning Authorities to maintain a list of buildings of local significance to compliment the list of buildings of national importance, and offers advice on the preservation and enhancement of the wider historic environment.

Regional Policy

Regional policy is identified in the Mayor's Spatial Development Strategy, The London Plan, February 2004, which forecasts London's land use and spatial development considerations for the next twenty years. The Plan identifies key priorities for housing focusing on making London a better city for people to live in and ensuring that future residential development is located so as to maximise the use of scarce land, to conserve energy and to be within easy access of jobs, schools, shops and public transport.

The document states that good design is central to all the objectives of the Plan. Specific design principles and issues are addressed in the London Plan policies as follows:

Policy 4B.1
Design Principles for a Compact City focuses in particular on ensuring developments are sustainable, durable and adaptable and respect local context, character and communities, and London's built heritage.

Policy 4B.2
Promoting World-Class Architecture and Design signals that the Mayor will work with partners to promote design guidelines for London.

Policy 4B.6
Sustainable Design and Construction required measures to conserve energy, materials, water and other resources and ensure developments are comfortable and secure for users.

Policy 4B.7
Respect Local Context and Communities calls for boroughs working with local communities, to recognise and manage local distinctiveness ensuring developments preserve or enhance local social, physical, cultural, heritage, environmental and economic characteristics. Policy 4B.11: Heritage Conservation states that Councils should protect and enhance historic assets in London.

Policy 4C.8
Requires the Council, where appropriate to, encourage green roofs on residential properties to assist in the managing of long-term flooding risk and in increasing biodiversity. The Council should also discourage the covering of front gardens to provide hard-standings for car-parking, again contributing to sustainable urban drainage. In addition, The London Plan identifies as one of the aims for the Blue Ribbon Network to encourage sustainable drainage techniques within urban areas.

Local Policy

Hackney's existing planning policy is set out in the Unitary Development Plan 1995. Specific policies related to residential extensions and alterations are identified as follows.

Policy ST4
The Council will seek to ensure a high standard of design throughout Hackney in respect of all development including alterations and additions to existing buildings.

Policy EQ6 Alterations and Extensions
The Council will normally permit alterations and extensions to buildings which:
(a) Satisfy Policies EQ1, 5 and 7;

(b) Respect the architectural character, plan form, window and door size and pattern, materials, details and other conventions of the original building;

(c) Retain and rehabilitate existing traditional features and materials (where replacement is necessary, this should be of authentic design, colour, detail and material)

(d) Confine alternations and extensions wherever possible to the rear and minor

facades and place ductwork, plant, lifts, and other and other mechanical equipment within the envelope of the building or where they cause the least visual damage;

Where a roof extension is acceptable in principle, sympathetic and traditionally designed roof-forms and dormers which relate to the townscape context will be sought.

Where enlargement of basement windows is required to satisfy daylight standards or new windows are required within roof extensions, traditional proportions should be maintained and account taken of the alignment of windows on other floors of the building.

Policy EQ14 Alterations and Extensions of Buildings in Conservation Areas
The Council will permit proposals for alterations and extensions to buildings in conservation areas where they comply with policies EQ1, 5, 6, 7, 11 and 12; and

(A) Where they preserve or enhance the character or appearance of the area: they should normally be confined to the rear or least important facades and should not upset the scale or proportions of buildings or adversely affect the character, appearance or setting of neighbouring buildings;

(B) They preserve (or, where missing, reinstate) characteristic features such as doors, windows, roof details (e.g. chimneys, chimney pots, roof line and pitch) and party wall up stands even where these elements may be redundant.

Where roof extensions are acceptable in principle they should accord with the period and character of the building(s) and the surrounding area. Roof extensions will not normally be acceptable where they would harm the architectural integrity of a building or the unity of a group or terrace.

Relationship of this Supplementary Planning Document to the Local Development Framework

An SPD is a Local Development Document which forms part of the London Borough of Hackney's Local Development Framework (LDF). The LDF will replace the Hackney Unitary Development Plan 1995.

The Council's Local Development Scheme, adopted in April 2005, sets out the project plan and timetable for preparing the LDF and identifies the completion of a Supplementary Planning Document for residential extensions as a priority for completion in January 2006.

The SPD will be monitored on an annual basis as part of the Annual Monitoring Report. The SPD may be reviewed in light of the Core Strategy which is expected to be adopted in late 2007.

Do I Need Planning Permission?

It is essential to consider whether a proposal to extend or alter a residential property requires permission, and, if so, what type of permissions may be required.

It is likely that most residential extensions and alterations will require planning permission and Building Regulations approval.

Any Change of Use of a house presently occupied by a single household into two or more flats requires planning permission. You should contact the Council (see page 71) for details of how to apply and the fee payable.

Acceptable Development can sometimes include certain works that may not require planning permission, for instance works to low boundary walls and fences; and certain changes of surface material and minor alterations. However, Acceptable Development rights can be removed from an area under an Article 4 Direction, or by a planning condition, covering specified development. You are, therefore, advised to write in to the Planning Department before undertaking any Acceptable Development works to your house or flat, giving details of the works proposed, together with a plan showing dimensions in metres and a site location plan. Further advice on whether or not a given work constitutes acceptable development can be obtained from the Planning Department or the booklet Planning - *A Guide for Householders* (Department of Environment, Transport and the Regions, 1998).

Planning permission must not be confused with approval under the Building Regulations. A separate application must be made to the Building Control Department of the Council for the necessary approvals, after planning permission has been obtained. When applying for planning permission it is essential to remember that any proposals must also comply with building regulations.

Listed Building Consent will be required for any works (both internal and external) which materially affect the special architectural or historic interest of a listed building, even if planning permission is not needed. It is a criminal offence to carry out, or cause to be carried out, works to a listed building without permission.

Conservation Area Consent may be required for certain works in conservation areas which include the demolition of an existing structure as part of any proposals.

Submitting an Application

Before submitting an application you should discuss the proposals with your immediate neighbours who may be affected. This may help to resolve any objections or concerns they may have, which otherwise might be raised when you submit your application. Discuss more substantial proposals with a Development Control Officer.

When Preparing an Application:
We recommend the use of a suitably qualified and experienced professional (such as a qualified architect) to prepare your planning application.

Ensure that they submit a full and accurate set of information with your application: showing drawings of the existing and proposed development, on both plans and elevations; showing the proposals in the context of surrounding development; include details of materials, etc. on the drawings; include photographs of the site along with any other supporting information required.

Existing trees, especially those in Conservation Areas or those covered by Tree Preservation Orders, should not be compromised by any proposed extension or alteration, and it is essential that any application identifies the impact of the proposal on existing trees.

Application Pack

Full details are contained in a detailed Application Pack available from Planning Services and on the Council's web site.

2 HACKNEY'S PHYSICAL CHARACTER

Hackney's physical identity derives from its urban form, which is made up of its individual buildings and how they relate to each other, through the arrangement of streets, open spaces, and town centres. This urban identity is based upon a layering of urban forms and spaces over the history of its development.

When Queen Victoria ascended the throne in 1837 Hackney and Stoke Newington were villages along with the hamlets of Upper and Lower Clapton, Shacklewell, Dalston and Homerton. There was some ribbon development with terraces and villas along main roads such as Kingsland Road. There were also a number of large mansions set in parkland grounds such as Clissold House, Brooke House and so on.

But Hackney was still mainly open country with pasture, market gardens, nurseries and brickfields. In 1831 the total population of Hackney was some 31,000 and the population of Stoke Newington was just 4,000. Shoreditch, on edge of the City of London, was already built up with a population of some 68,000.

By Queen Victoria's death in 1901 the population of Hackney had risen to almost 390,000 and most of these people were living in houses built in the preceding 50 years. These houses still make up the vast bulk of the buildings in Hackney today, even allowing for the municipal housing developments of the 20th century.

Sequence of Development

The earliest large scale house building commenced in the 1830's to the west of Kingsland Road in the formally planned De Beavoir Town area, and the pace of change accelerated as the former estates were gradually sold off for building.

From the 1850's onward development spread to the east of Kingsland Road to the Mapledene area, and the streets around Queensbridge Road and London Fields were laid out in this period. At the same there was some development in Stoke Newington and further ribbon development took place. Building activity accelerated in the 1860's along with the general increase in population. Much of south Hackney including Victoria Park and land north of Dalston Lane was developed at this time. Both neighbourhoods were completed by the 1870's.

Larger scale development then moved north of Hackney Downs and Lower Clapton Road. From the 1870's the streets in Stoke Newington and Upper Clapton Road were laid out, culminating in the development of Stamford Hill. By the late 1880's development also reached to the north east to the Lea marshes.Housing development was given added impetus by the construction of the new railway lines from Liverpool Street. Areas of high quality Victorian and Edwardian suburbs for the middle classes sprang up around Graham Road, in Stoke Newington, and in the Northwold and Cazenove area.

So, by the last decade of the nineteenth and the first decade of the twentieth century, the development of the borough was virtually complete with streets and houses filling the remaining empty land. The only open spaces left were parks, squares or cemeteries (some of which comprised the last remnants of formerly extensive common land, or 'commons').

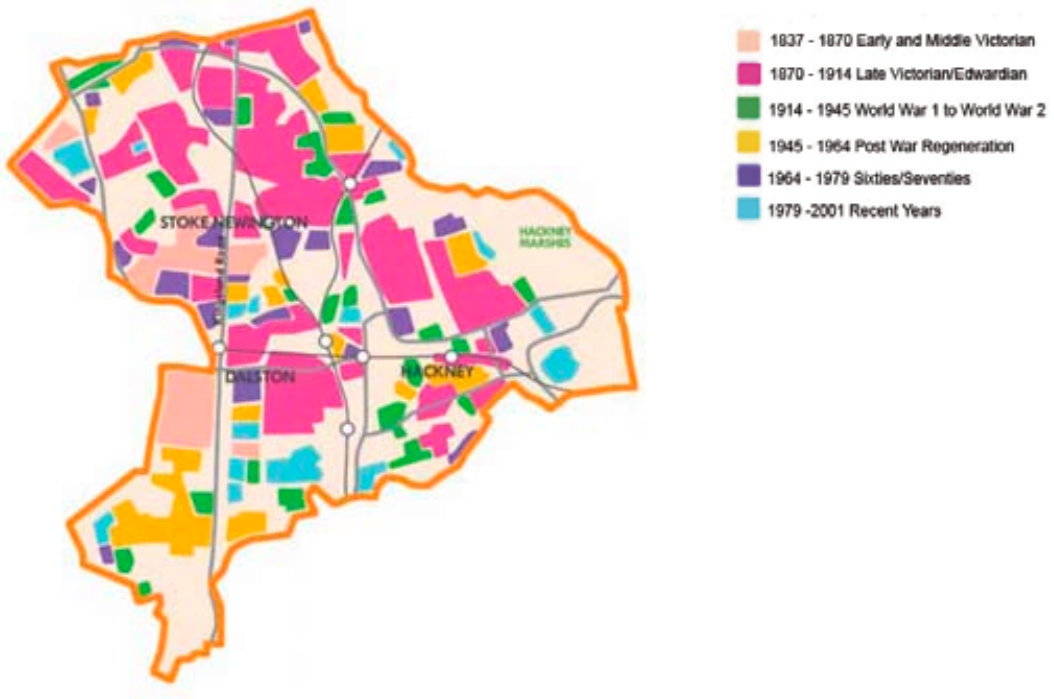


Figure 1 Map of the borough showing the age of buildings in different areas

Much of the borough's character derives from the quality of its Victorian and Edwardian residential development, the suburbs of their day. The State of the Historic Environment report showed that Hackney has examples of almost all of London's housing forms since the 17th century, from some of the first terraced housing outside the City, to the speculative streets and squares of the 19th century and the public housing of the 20th century.

During the twentieth century large parts of the borough's urban fabric was renewed. Some of this followed bomb damage sustained during the Second World War, and some followed slum clearances. Much of this development was at a greater density than that previously seen in the borough and followed modernist planning principles indicative of the optimism of the post-War period. Hackney has an impressive selection of social housing from this period.

Hackney is, therefore, a rich overlaying of development from all periods. It contains significant areas of special interest from these periods, some of which are currently designated as conservation areas. Much of this character is increasingly threatened by the cumulative effects of piecemeal and small scale changes, such as replacement windows, unsympathetic extensions, and alterations to street frontages.

Houses in Hackney

Georgian

Hackney has a few remaining examples of housing from the Georgian period (roughly 1714 -1830) and some good examples are found at Cassland Road, Clapton Common, Stoke Newington Church Street, Sutton Place and in Mare Street. These generally demonstrate the typical features of the Georgian house, including gauged flat brick arches to the window and door openings, sash windows with slim glazing bars, a raised ground floor above a basement with a front area enclosed by wrought iron railings, steps up to panelled front doors with a fanlight above. The roof construction is a shallow double pitched roof with a central gutter, concealed behind a parapet, giving the street frontage a uniform horizontal line often embellished with a moulded cornice in stucco or stone (Figure 2).

Figure 2 Georgian terraced house

Victorian and Edwardian

The early period of Victorian housing development (1840-1860) reflected the picturesque Italianate style, intended to give as much architectural importance to each house as to the group or terrace. Houses from this period retain their richness of detail, including elaborate stucco door and window surrounds and a prominent cornice along the top of the façade forming a continuous roofline to the street. Houses of this type can be seen in and around Albion Square (Figure 3).

The Victorians wanted something different to the uniformity of the Georgian terrace and they gradually modified the concept of the Georgian house. Important changes saw the development of the bay window, at first at the ground floor only but later carried up to the first floor as well. This marked a move away from the flat wall plane of the Georgian terrace. Another innovation was the introduction of the pillared porch for individual houses, and a pitched roof with overhanging eaves. A further departure from Georgian architecture was the appearance of the sash windows, which changed as larger panes of glass became available (Figure 4).

This house type was developed into the basic housing form of the high quality suburbs that were built in the last quarter of the nineteenth century throughout much of central Hackney. By the turn of the century, the full development of the ubiquitous late Victorian and Edwardian period terrace was being built by the thousands all over London (Figure 5).

Figure 3
Early Victorian house

Figure 4
Early/mid Victorian terrace

Figure 5
Late Victorian/Edwardian house

Inter-War

Between the wars the terrace house continued to assimilate various styles including arts and crafts, and art deco or 'moderne'. Typical features include open porches, two storey front bays with gabled roofs and stained glass windows to the front doors (Figure 6).

Hackney also has good examples of the two storey semi-detached house type from the inter-war period, with semi-circular front bays under tiled hipped roofs with deeply overhanging eaves, recessed porches and leaded light windows (Figure 7).

Figure 6
Inter-war terraced house

Figure 7
Inter-war semi-detached house

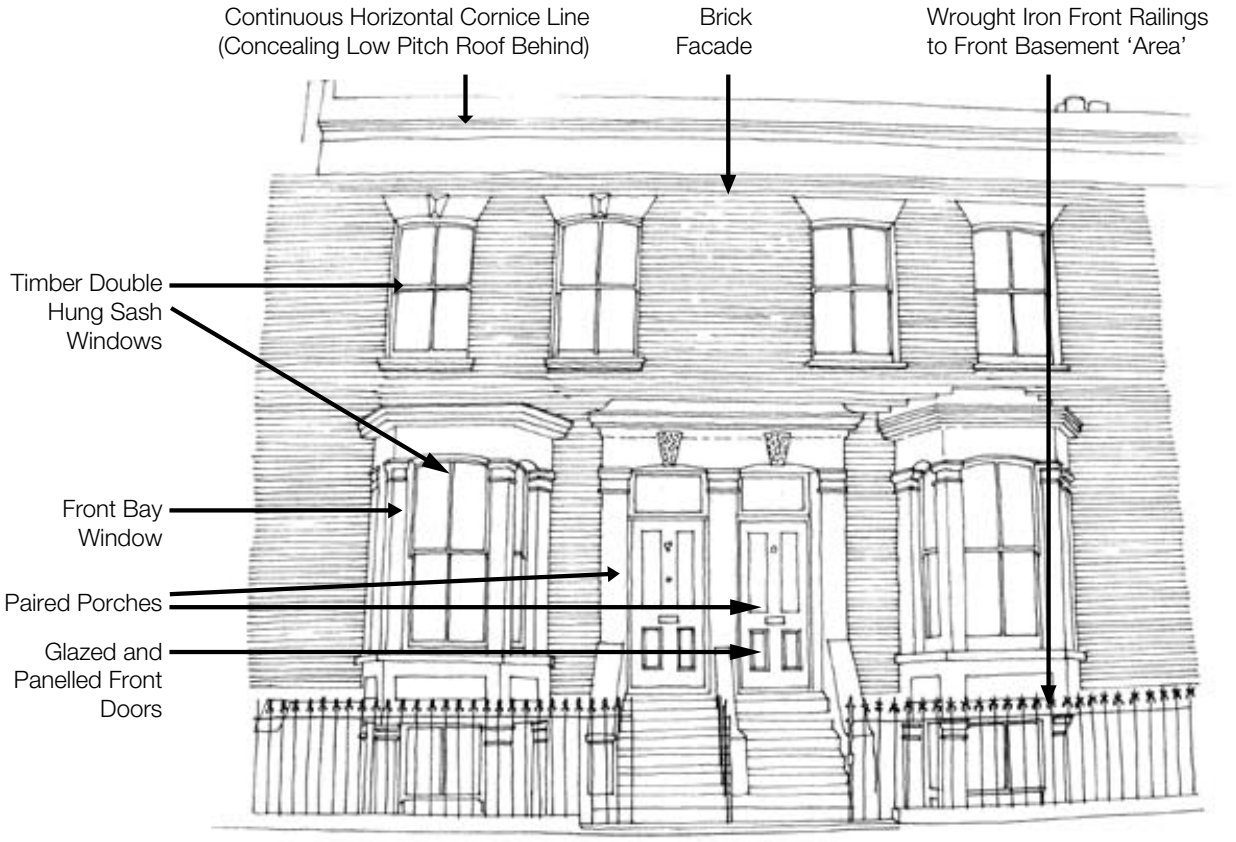


Figure 8 Early/mid Victorian terrace house

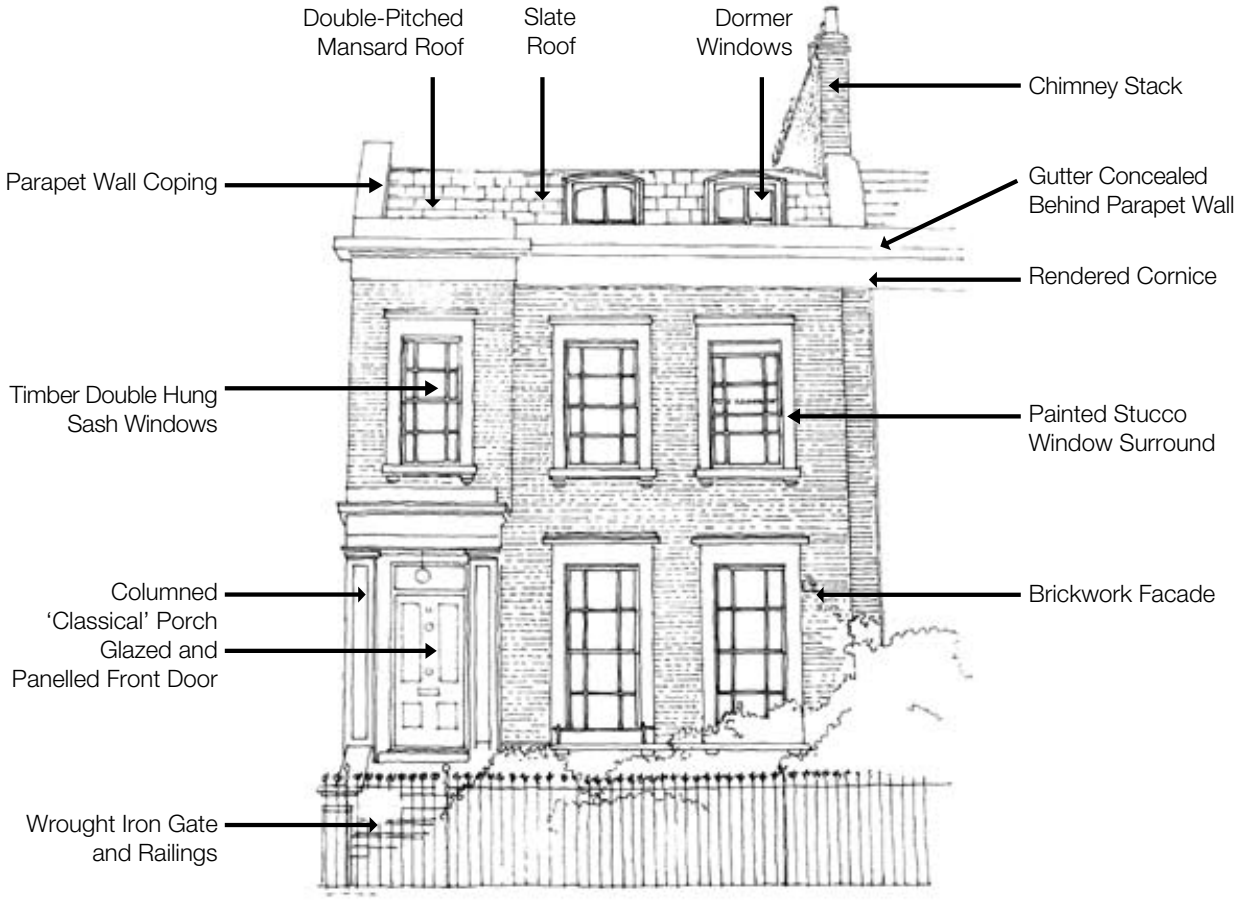


Figure 9 Early/mid Victorian semi-detached house

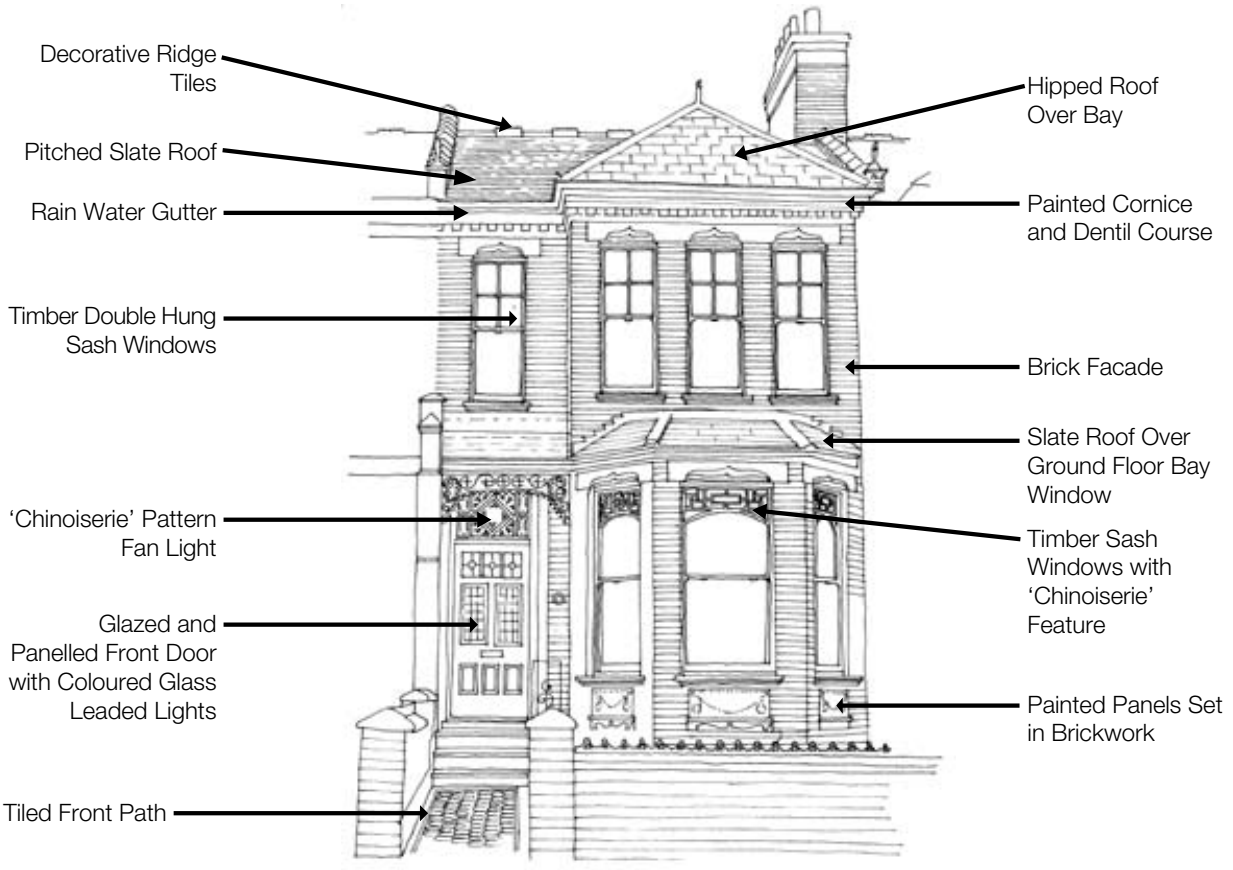


Figure 10 Late Victorian/Edwardian terrace house

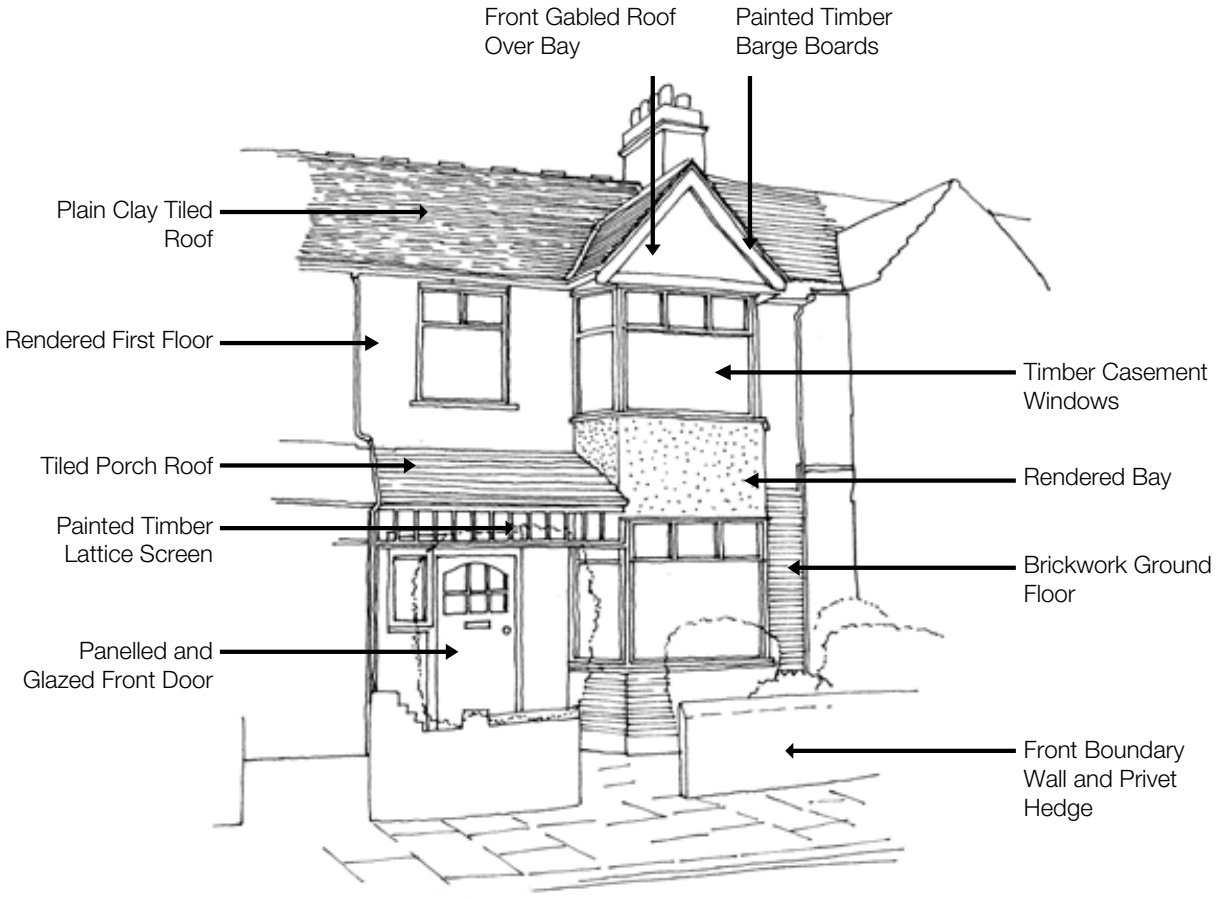


Figure 11 Inter-war small terraced house

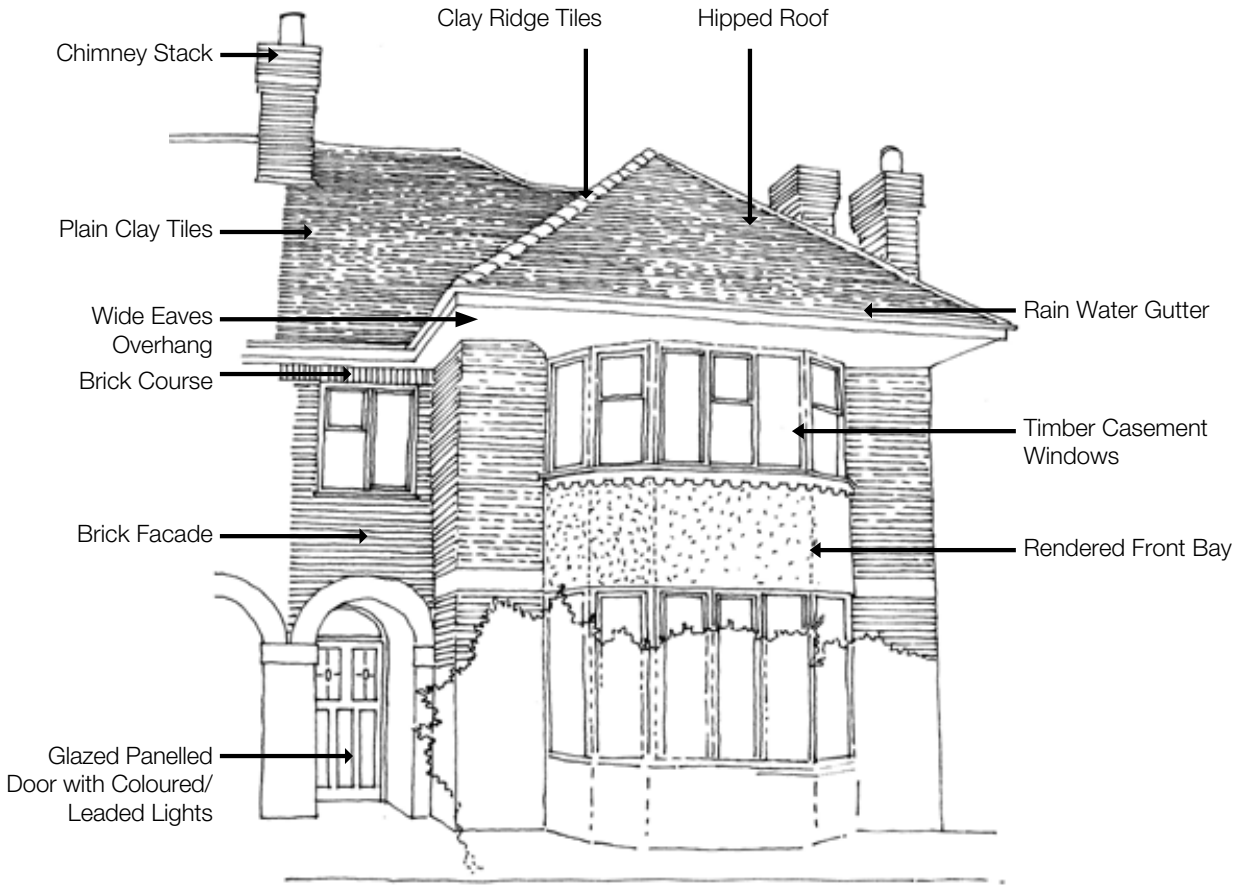


Figure 12 Inter-war semi-detached house

Streetscape Character

Hackney's townscape reflects the history of its development and the layering of buildings of different periods. This had led to the creation of areas of distinctive local character, which contribute positively to an Borough's identity and special character.

Much of Hackney's townscape is characterised by terraced housing from the Victorian and Edwardian periods. These qualities define not only Hackney's overall character, but also the character of its constituent areas and individual streets.

When the original builders laid out Hackney's streets much care was taken to design neighbourhoods that fitted together in a coherent way, using street layouts which encouraged ease of circulation through the urban fabric, with streetscapes consciously defined by the architectural qualities of the built form.

Streetscapes generally possess a unity of building line, scale, and materials. They have a unity of enclosure or openness defined by the layout of buildings fronting the street, either as long terraces, or as smaller groups. The gaps between the buildings are an important contributor to townscape character, as is the relationship of the built form with the street itself. This includes building lines, gardens and front boundary treatments.

The roof line and building silhouettes are also a defining character of Hackney's streetscapes. Again, there is a general unity of roof lines and building silhouettes within

individual areas and streets throughout the Borough. In earlier periods the roof line is unified behind a parapet, as in the Georgian or mid-Victorian terrace, but becoming more varied and picturesque in the late-Victorian and Edwardian period (Figure 13 and 14).

Figure 13
Mid Victorian terrace

Figure 14
Late Victorian/Edwardian terrace

These are streets of typical Victorian terraces of 'artisans' cottages, consisting of smaller, cheaper houses which nevertheless borrow from the architectural decoration of grander villas and terraces (Figure 15 and 16).

Figure 15
Typical Victorian terraces

Figure 16
Typical Victorian terraces

3 GENERAL DESIGN PRINCIPLES

The following general principles underlie the detailed design advice found throughout this Supplementary Planning Document. They are based on an understanding and appreciation of the characteristics of Borough's urban residential forms. They contribute to the Council's aim of preserving or enhancing the appearance and amenity of its residential areas, and strengthening local distinctiveness through the use of high-quality design.

Scale and Form

Much of Hackney's townscape and urban form are composed of areas with unified streetscapes retaining their visual integrity, and of individual buildings or groups of buildings forming distinct, unified terraces. Any extension or alteration should, therefore, not dominate or detract from the original building or group of buildings or the street scene. As a general rule extensions and alterations should be confined to rear elevations, and extensions should be smaller in scale than the original building. Materials and detailing should generally be complementary to those of the existing building.

High Quality Design

Achieving high quality design is a primary objective within Hackney's development control system. The guidance set out in this document reflects accepted principles of good design. Although the guidance cannot anticipate every eventuality, its aim is to improve local amenity and built form and preserve the character of individual neighbourhoods and the wider locality. The guidance is based on an understanding and appreciation of the existing buildings of the Borough, but does not necessarily preclude innovative, high-quality, contemporary architectural solutions.

Maintain and Respect Character

Any residential extension or alteration should respect the architectural character of the original building and its setting. Residential properties in Hackney generally follow established principles of urban design and architectural expression including scale, massing and rhythm, plot widths, building line, roof line, the amount of modelling to the façade, the fenestration pattern, eaves and parapet details and materials.

These are all characteristics which contribute to the local distinctiveness of the Borough, and to the qualities of the street-scene as a whole, as well as to the attractiveness of individual buildings or groups of buildings. Generally, if there is an established building form and pattern of design features within a street, this should be broadly adhered to. As a general guide, the most satisfactory works are those which alter the external appearance of a building as little as possible. Large scale extensions and alterations which dominate the appearance of the original building are unlikely to be acceptable.

Different parts of a building will have varying sensitivity to, and capacity for, change. Extensions and alterations to front elevations and the roof line are likely to impact on the face of a building and the surrounding streetscape. The lower level of rear elevations is generally the least sensitive to extensions and alterations but higher up the façade towards roof level, the sensitivity to alterations increases. Basements can be an area of the building with the capacity to accept extensions and alterations, subject to environmental and engineering constraints.

Quality of Materials and Workmanship

All materials used for residential alterations and extensions should be of the highest quality. They should be appropriate for their location, durable and should age well. Applicants are required to comply with the relevant Building Regulations Approved Documents regarding materials and workmanship.

Maintain Privacy, Daylight and Environmental Quality

Extensions can lead to a loss of privacy for neighbouring properties due to overlooking from new windows closer to adjacent boundaries. Loss of privacy includes not just maintaining an adequate distance between windows of habitable rooms, but can also involve the loss of privacy of external amenity space. Similarly, balconies and roof terraces can also threaten the privacy of neighbours and can be a source of nuisance. Noise pollution may affect acoustic privacy and any noise generating activity should be carefully considered as part of any proposals. Whilst the use of privacy screens may prevent overlooking, noise activity on a balcony can still be disruptive to neighbours with adjacent windows.

Neighbouring occupiers have the right to adequate daylight. The size and volume of any extension may be limited by the degree to which it blocks out daylight from neighbour's windows. The need to maintain a reasonable outlook for your neighbours also needs to be carefully considered.

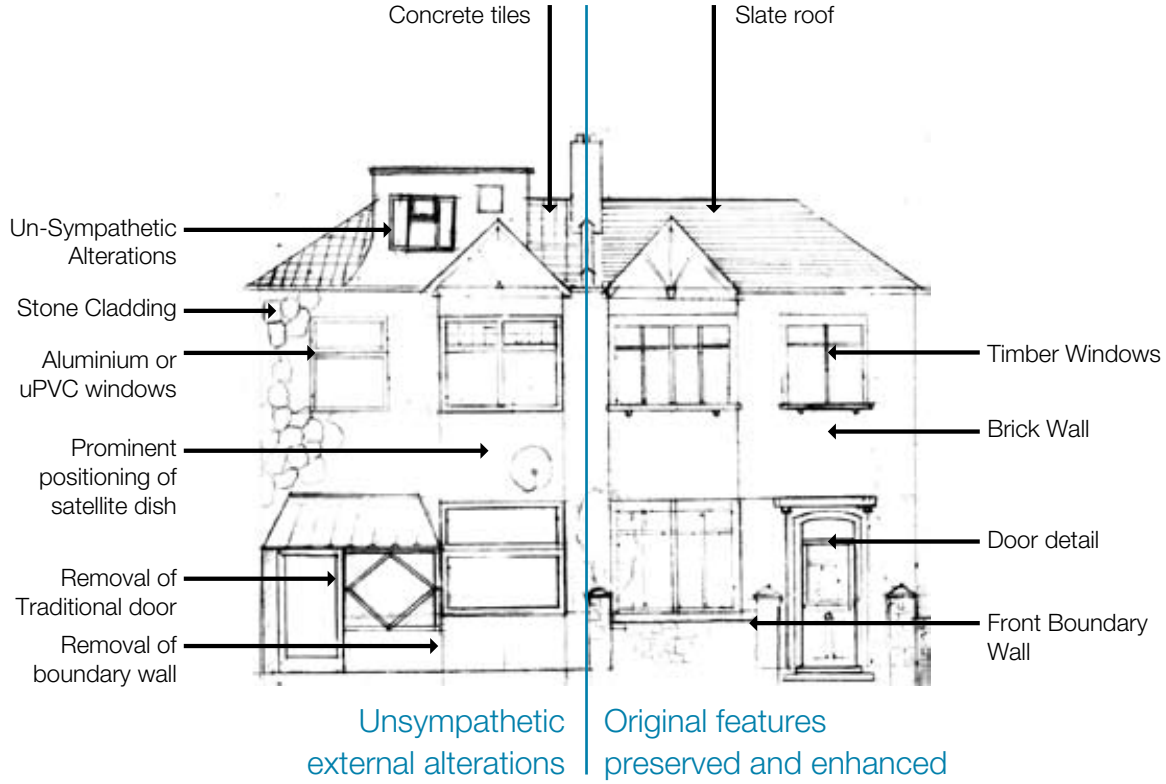


Figure 17a External façade alterations

Figure 17b Overshadowing, overlooking and loss of outlook

DESIGN GUIDELINES: REAR EXTENSIONS

The rear of your dwelling is relatively flexible elevation in which rear extensions can generally be accommodated if they are designed to respect the character and size of your home and its settings. Extensions to already extended homes are not generally accepted except where no material harm arises.

Issues

- The composition of the rear elevations of Hackney's housing stock contributes to its overall townscape. The prominence of corner properties and other properties whose rear can be seen from adjoining streets and side streets remains an additional consideration.

- Rear extensions have the potential to impact on the privacy, outlook, amenity and light of your neighbours. In order to determine whether a given application is acceptable, assessment of these impacts is judged based on various approved methods, for instance loss of daylight will be judged against the criteria set out in BRE's publication (Site Layout Planning for Daylight and Sunlight 2002). Where necessary loss of daylight calculations must therefore be submitted as part of any application.

Figure 18 Rear elevations seen from side streets and have the potential to infringe on neighbours' privacy and outlook.

Design Principles: All Rear Extensions

- Rear extensions must be subordinate to the principal building, and should be at least one storey lower than the eaves height of the building. Single storey extensions are preferable to taller developments.
- Extensions which are higher than a single storey should comply with the 1:2 rule (explained in the next section: Two Storey Extensions) in order to avoid them from becoming overly dominant and visually bulky resulting in over-shadowing and loss of amenity for your neighbours.
- The depth of your rear garden is crucial to determine the acceptable depth of the rear extension as it must not result in loss of the properties significant amenity space.
- Original windows and door openings of your main building should be retained where possible, without allowing extensions to infringe on existing openings that are to be retained.
- The form and materials of the extensions should reflect those of the original building.
- The solid-to-void ratio such as the proportions of the doors, windows and other openings of the extensions must be sympathetic to the original building.
- The prominence of corner properties and other properties whose rear can be seen from adjoining streets and side streets will require additional consideration as it is most likely to affect its setting and the townscape.
- For Listed Buildings, buildings in conservation areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

Single Storey Rear Extensions

Your extensions and alterations will have a wider impact than the immediate garden setting of your house. As a result, to balance the size, shape and height of your extension you must take into account the basic design principles outlined above as the following details;

Depth

- Terraced Houses, including End of Terrace: the maximum depth normally acceptable is 3.0 metres subject to a minimum of 50% of back garden or 6 metres whichever is greater. In addition, if your neighbour's house is set at a lower level or has a different rear building line this depth may have to be reduced.
- Semi-detached Houses: the maximum depth normally acceptable is 3.5 metres subject to a minimum of 50% of back garden or 6 metres whichever is the

greater. Again, if your neighbour's house is set at a lower level or has a different rear building line this depth may have to be reduced.

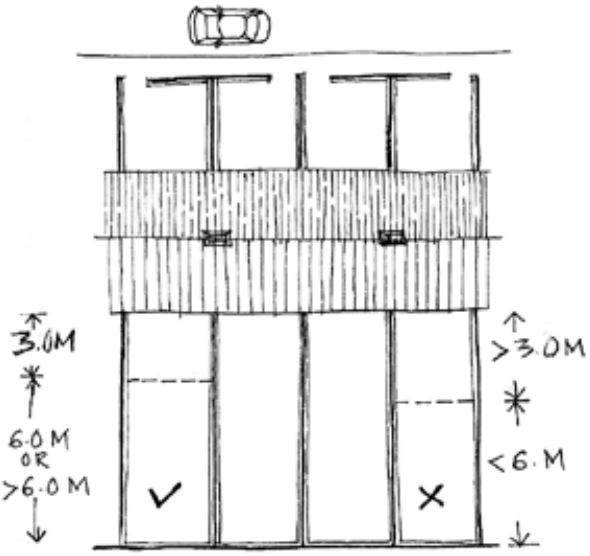


Figure 19a Acceptable depth in terraced house

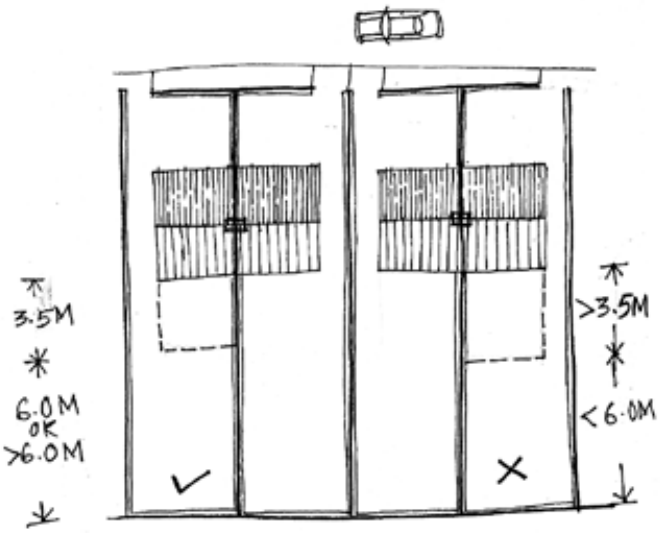


Figure 19b Acceptable depth in semi-detached

- Detached Houses: the maximum depth normally acceptable is 4.0 metres subject to a minimum of 50% of back garden or 6 metres whichever is the greater. Again, if your neighbour's house is set at a lower or has a different rear building line this depth may have to be reduced.

Width

- Full width single storey rear extensions will normally be accepted to all terraced, semi-detached and detached properties as long as the roofing (including guttering) and foundations are kept within the boundary and if the extensions are partly solid and partly glazed to reduce the overall impression of bulk (See Figures 19a and 19b).

- However if the adjoining property is set at a lower level the extension may need to be set in from the boundary to reduce loss of light.

Height

- The maximum height generally acceptable for a single storey pitched roof is an average of 3 metres at the mid point of the pitch on the site boundary.

- In case where a flat roof is proposed subject to the design of your home a maximum height of 3 metres is acceptable.

Building Design Details

- Extension features like doors and windows should have similar proportions and be constructed in materials that are the same as the original house.

- The inclusion of windows in the side-walls of extensions is not acceptable because of the loss of privacy for neighbours. However, if the extension is set off from the boundary by at least 1.0 metre then obscure glazed non opening windows may be acceptable.

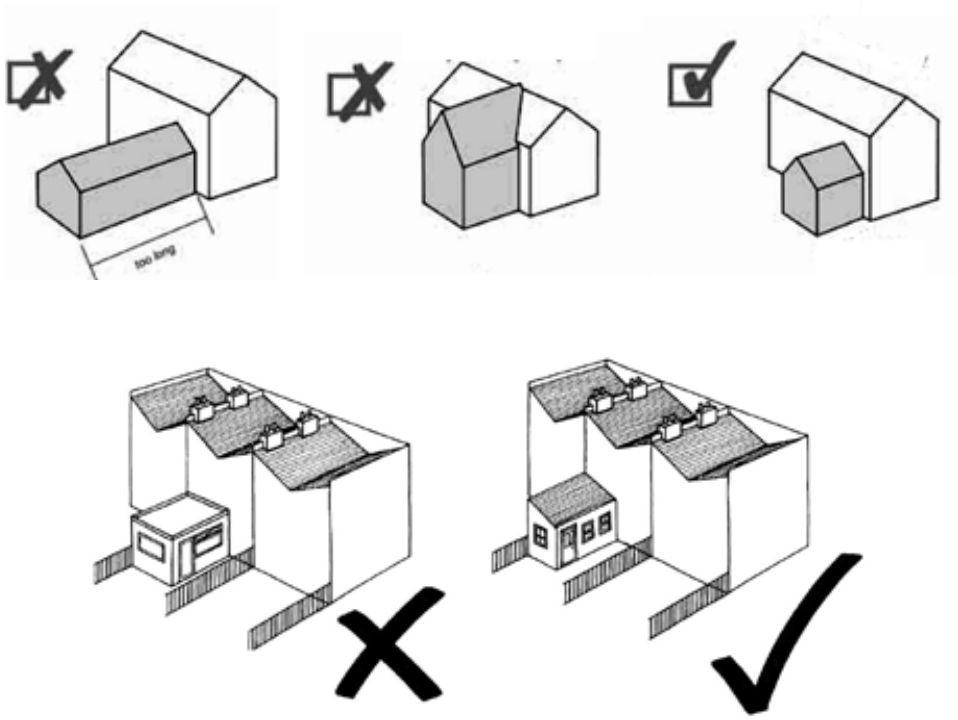


Figure 20 Acceptable forms of single story rear extensions

Conservatories

- Conservatories are essentially single storey glazed extensions and they must comply with the guidance for single storey rear extensions set out above, respect and compliment the scale, plan form, materials and architectural characteristics of the original building and should be located at the rear of the dwelling;

- The acceptable **depth** for a conservatory to a terraced house is 3.0 M, to a semi detached house is 3.5 M, and for a detached house is 4.0 M. These depths are acceptable subject to a minimum of 50% of back garden or 6 metres whichever maximum is retained.

- Again, if your neighbour's house is set at a lower level this depth may have to be reduced. To prevent problems of light pollution, glazed roofs to conservatories should be obscured safety glass or polycarbonate sheeting.

- The inclusion of windows in the side-walls of conservatories is not acceptable if the conservatory extends to the boundary because of the loss of privacy for neighbours. However, if the conservatory is set off the boundary by at least 1.0 metre then obscure glazed non opening windows may be acceptable.

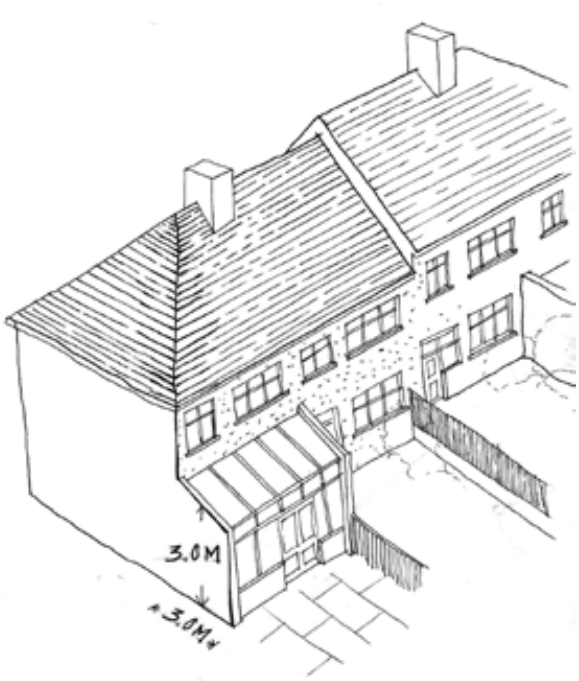


Figure 21 Acceptable width and depth for single storey conservatory

Two Storey Rear Extensions

Your extensions and alterations will have a wider impact than the immediate garden setting of your house. As a result, to balance the size, shape and height of your extension you must take into account the basic design principles outlined in the section, Design Principles: All Rear Extensions while reading the following details.

Terraced Properties, Semi-detached and Detached Properties:
Two-storey rear extensions to **terraced** properties are normally unacceptable due to the adverse impact such as loss of light, outlook and amenity on adjoining occupiers. However, in certain circumstances two storey rear extensions to **end-of-terrace, semi-detached** and **detached** properties may be acceptable if they are able to comply with 1:2 rule, set out below. In addition two-storey rear extensions

- Should be designed to respect the character and size of your original house.
- Should take fully into account the townscape criterion if your home is a **corner property.**

Depth
The depth of any two storey rear extension is restricted to half the distance between the side wall and the middle of **both** your neighbours nearest habitable room window (this includes kitchens but excludes bathrooms, storage cupboards etc). This 1:2 rule ensures that the loss of amenity and light to the neighbouring properties is kept within reasonable limits. Where there is a flank wall window which provides sole light to a habitable room (including kitchens) any loss of light to this room will be taken into account.

Height/roof Details

The ridgeline of two-storey extensions should normally be set below the ridgeline of the original house to keep the roof of the extension subservient to the existing house. The design, shape, roof features and materials of the roof must complement the character of the original roof.

Building Design Features

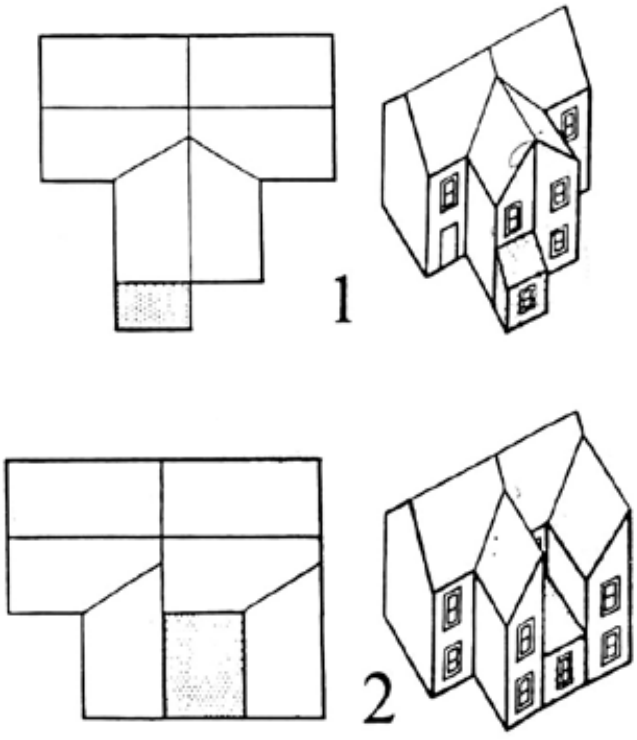
Extension features like doors and windows should have similar proportions and be constructed in the same materials as the other windows of the house and care in the positioning of windows and doors. The inclusion of windows in the side-walls of extensions is not acceptable.

Design Principles: Dwellings with Existing Rear Projections

- Houses which have a rear projecting element as part of their original design, or built as a subsequent extension, may be limited in their capacity to be extended to the rear.

- It is especially important that the form and materials of any proposed extension follows that of the existing rear projecting element.

- Where a terrace has mirrored and resulted in “dog-tooth” elements, in-filling the gap in between projections is rarely possible as it will result in unacceptable loss of daylight and outlook from the windows of neighbouring properties.



Figures 22a & 22b Left: This modest rear extension which follows the form of the main building is likely to be acceptable. Right: Infilling the rear gap is likely to be unacceptable, unless constructed as a conservatory.

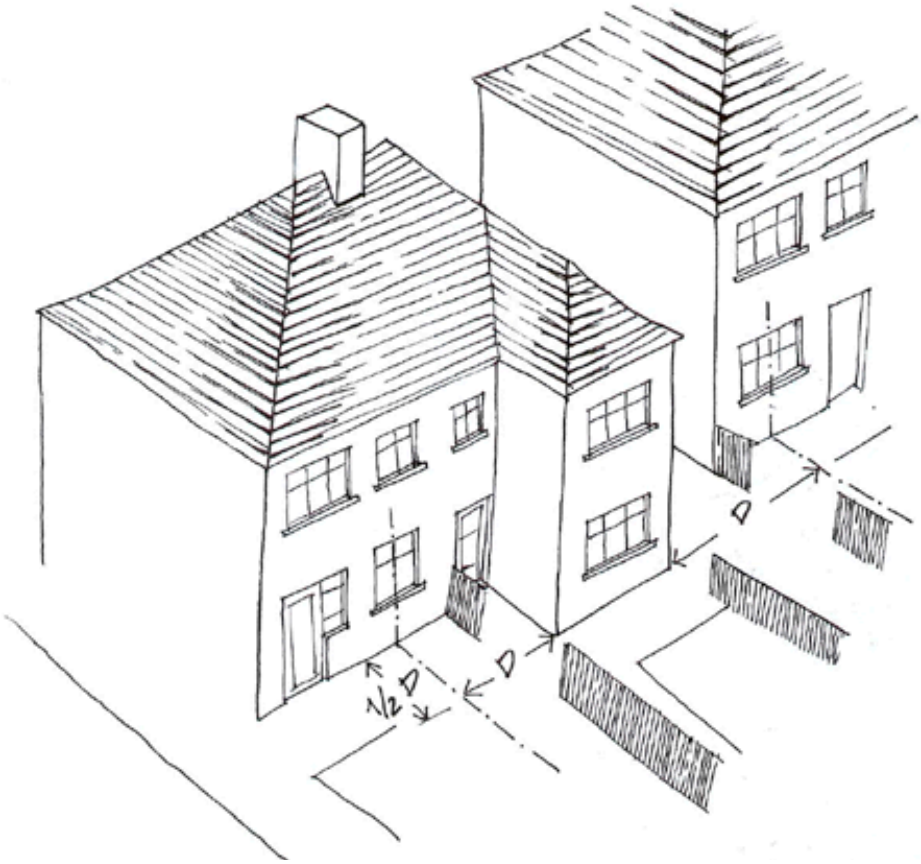
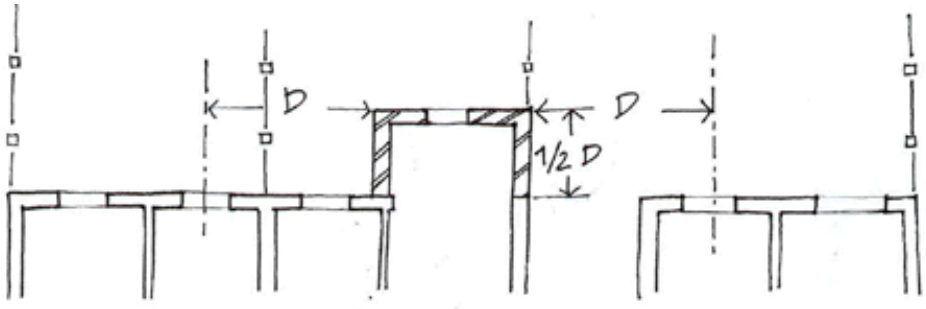


Figure 23a View illustating 1:2 rule



D = Distance to centre line of nearest habitable room
Acceptable depth of extension = half distance D

Figure 23b Plan illustrating 1:2 rule

SIDE EXTENSIONS

Your side extensions will have a wider impact than the immediate garden setting of your house. As a result, to balance the size, form and height of your side extension a number of factors have been outlined below, which will help you to take up side extensions if they are acceptable.

Issues

Hackney's residential streets are often characterised by terraced houses of varying lengths and, therefore, contain limited potential to accommodate side extensions. However there are streets, which are composed of shorter terraces, semi-detached and detached houses which provide glimpses of rear gardens through the gaps between buildings.

The gaps between buildings are key components of identity and character of the streets. This identity and character can be adversely influenced when the spaces between buildings are completely closed up, especially when two adjacent owners carry out side extensions. Side extensions can also tip the balance of symmetrical buildings into a lop-sided appearance.

Figure 24 Image illustrating gaps between buildings

Design Principles: Side Extensions for End of Terrace, Semi-Detached and Detached Houses

Side extensions should reflect the architectural conventions of the original building such as (Figure: 25):

- Architectural symmetry and integrity of a building should not be compromised.
- Side extensions should be set back from the front building line by a minimum of 1m. In some circumstances an increase of this distance may be required.
- Original windows and door openings on the main building should be respected and retained where possible.
- Roof of the side extension should be subservient to the roof of the main building.
- The solid-to-void ratio such as the proportions of the doors, windows and other openings of the extensions must be sympathetic to the original building.
- The original architectural features on a formal flank wall should not be obscured.

Figure 25 Image illustrating side extension sympathetic to the principles outlined above

Side extensions will generally be unacceptable if they:

- Exceed half the width of the main building and do not allow a clear space from the side of the extension to the boundary of the property. In certain circumstances if your side extension is blocking a significant view or gap then it will not be acceptable.
- Result in an unacceptable loss of daylight and outlook to the neighbouring properties.
- Result in an unacceptable loss of external amenity space of your house
- Combined with rear extensions overwhelm the existing building and be unacceptably dominant.
- Proposals on buildings which already have substantial rear extensions may be unacceptable, and vice versa. Likewise, proposals which include both side and rear extensions may also be considered unacceptable.

For Listed Buildings, buildings in conservation areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

Single Storey Side Extensions

Many terraced houses already have two-storey rear extensions which project from the back of the house. Single storey side or infill extensions to these properties are not allowed as they result in unacceptable loss of daylight and outlook for neighbours who already suffer from restricted daylight and outlook.

Width

Single storey side extensions should be modest and of a size, shape and height subservient to your existing house. As a guide, side extensions should be no wider than half the width of the original house (Figures 26a, 26b and 26c).

Figures 26a, 26b & 26c Sketches illustrating acceptable/unacceptable single storey side extensions

Set in From Joint Boundary

Single storey side extensions will not normally be acceptable to be built up to the common boundary, as this will allow your neighbour to carry out a similar side extensions resulting in closing up the gap between the two buildings, adversely affecting the character and identity of the streetscape.

Corner Properties

If your corner property is on a road junction with an open character (where the corner houses have a gap of more than 5 metres between their side wall and their garden boundary wall or fence) then any single storey side extension must be set in by 2 metres from the boundary. If you have an angled boundary you must keep an average set-in from that boundary to the side wall of your new extension.

At other road junctions where the character is not as open a 1 metre set in from the boundary will be required. If your home is a **terraced** property on a corner the position of your extension, in relation to your boundary, will be considered on its merits.

Set Back from the Main Front Wall of the House

Any single storey side extension should be set back from the main front wall of the house by at least 1 metre in order to both make the extension subservient to the main building and to expose any existing corner detail. This also prevents difficult construction joints.

Height/roof Details

- The roof of the side extension should be a floor below the roof of the existing building unless the existing building is a single storey. In circumstances where the existing building is single storey, the ridge line of the side extension must be lower than the ridge line of the existing building in order to make it subservient and sympathetic to the existing building.

- Flat roofed single storey side extensions should be no more than 3.0 metres high at the site boundary. If a pitched roof is proposed it should have an average height of 3.0m and match the materials used on the main roof of the house.

Building Design Features

- Extension features like doors and windows should have similar proportions and be constructed in the same materials as the other windows of the house.

- Consideration should be given to the positioning of windows and doors.

- The inclusion of windows in the side walls of extensions is not acceptable because of the loss of privacy for neighbours. However, if the extension is set off the boundary by at least 1.0 metre then obscure glazed non opening windows may be acceptable.

- Details such as unusual brick bonds, quoins, corbelled eaves, stone or tile creased lintels etc. found on the original house should also be considered for inclusion in your design.

Two Storey Side Extensions

Width

Two-storey side extensions should be of a size, shape and height subservient to your existing house. **As a guide side extensions should be no wider than half the width of the original house** (Figures: 27, 28 and 29).

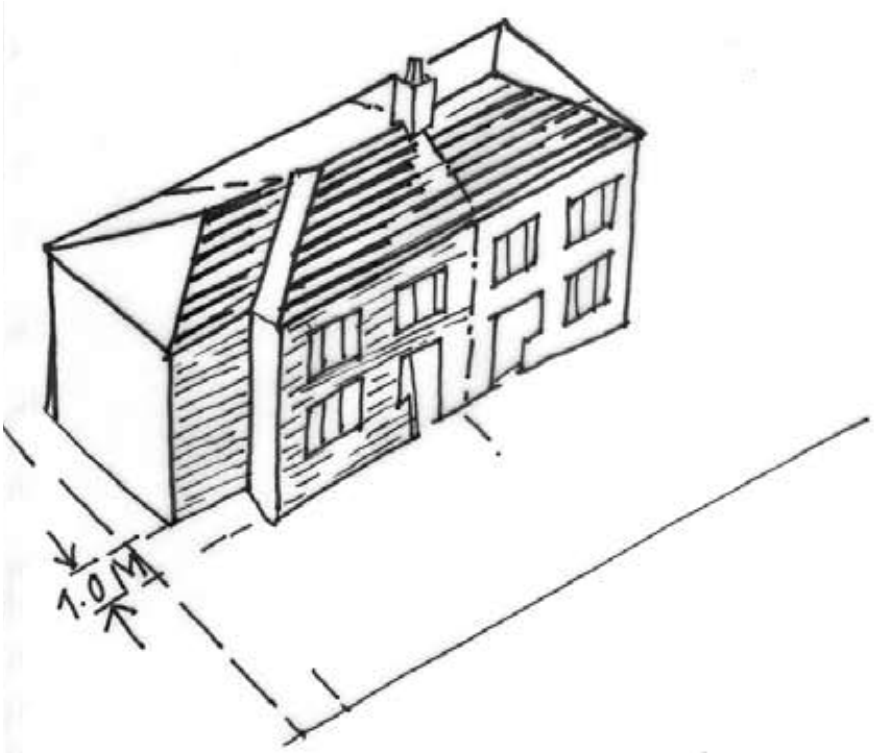


Figure 27 Acceptable two story side extension

Figure 28 Acceptable two story side extension

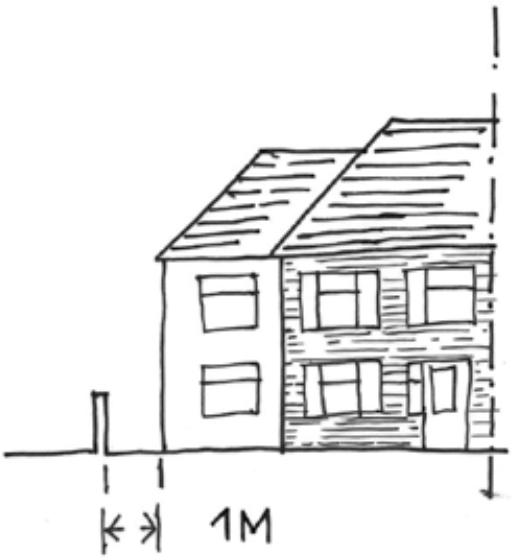


Figure 29 Acceptable two story side extension

Corner Properties

If your corner property is on a road junction with an open character (Where the corner houses have a gap of more than 5 metres between their side wall and their garden boundary wall or fence). Any two storey side extension must be set in by 2 metres from the boundary. If you have an angled boundary you must keep an average set in from that boundary to the side wall of your new extension. At other road junctions where the character is not as open a 1 metre set in from the boundary will be required.

Height/roof Details

- The roof of the side extension should be a floor below the roof of the existing building.
- The roof should match the pitch angle and materials used on the main roof of the house. Flat roofed or “False pitch roofs” (see glossary) are unacceptable.
- Every effort to retain features like chimney pots, stacks, party walls and ridge tiles should be made.

Building Design Features

- Extension features like doors and windows should have similar proportions and be constructed in the same materials to the other windows of the house.
- Consideration should be given to the positioning of windows and doors. It is important that the arrangement of windows is complementary to the arrangement of the existing windows.
- The inclusion of windows in the side-walls of extensions will only be allowed if they are to stairwells and bathrooms/toilets and they are obscure glazed and non-opening.
- However, windows will be acceptable on **corner properties** in order to ensure active street frontage.

ROOF EXTENSIONS & ALTERATIONS

This section gives advice on roof extensions and alterations. The roof form of your house and other houses in your street are a significant part of the area's character. Extensions and alterations to your roof and in particular to the front of your house should be designed to complement your home and the existing streetscape. The Council encourages roof conversions where:

- High quality design is employed.
- The conversion does not disrupt the existing roof form, including roof hips, eaves and ridges.
- Additions to the roof form are sympathetic and subordinate to the proportions of the existing roof.

Changes to the roof-form of your house can fall into two broad categories:

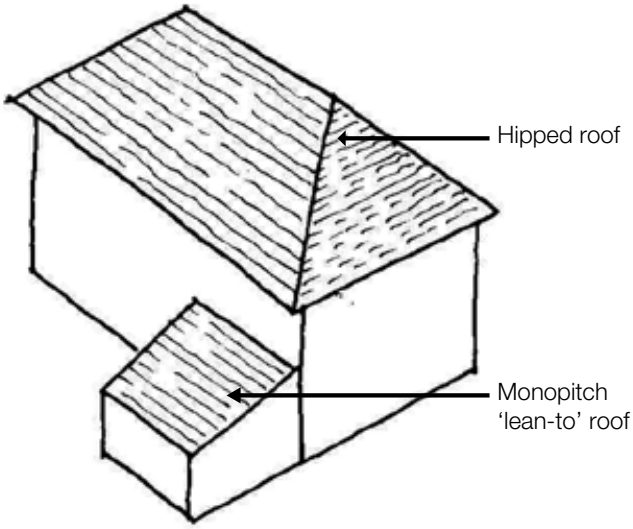
- Roof alterations to enable the conversion of existing roof-spaces, consisting primarily of the addition of dormer windows and roof-lights to existing roof-forms.
- Roof extensions to enable the creation of a new floor, resulting in the removal and replacement of major elements of the roof to the front and/or rear of the house, resulting in a significant alteration to the size and shape of the roof.

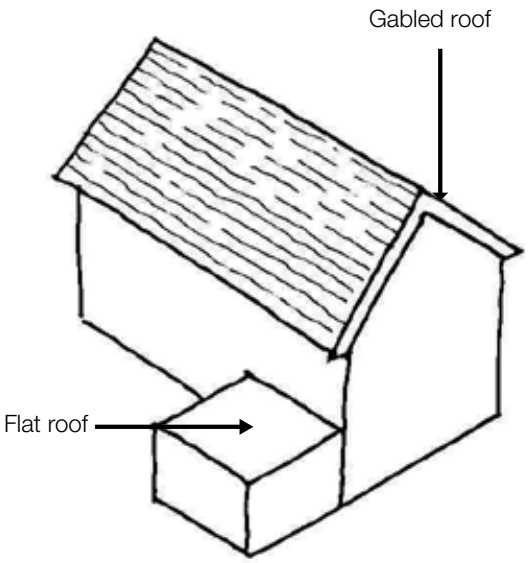
All roof alterations and extensions should accord with the general design principles in reflecting the design of the original building and having regard to the character of the area and the amenity of neighbours. Not all houses are capable of extension either because there is insufficient roof space or their position and design would mean that any extension would harm the street scene or local amenity.

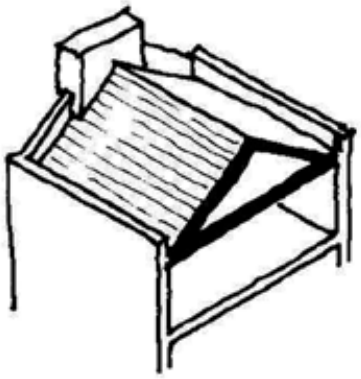
There are several traditional roof-forms typical of houses in Hackney, including mono-pitch, gabled, hipped, butterfly (also know as a valley or 'V' roof) and mansard roof (Figure 30c).

✓ Figure 30a Good example

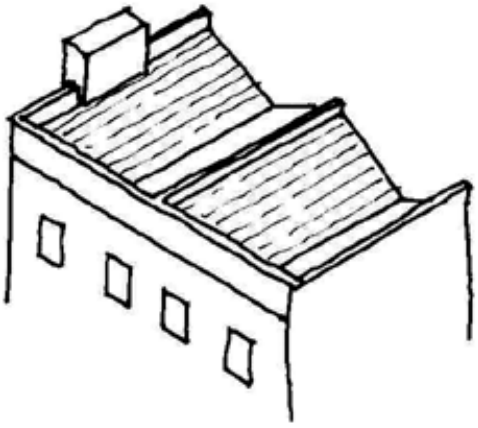
✗ Figure 30b Bad example

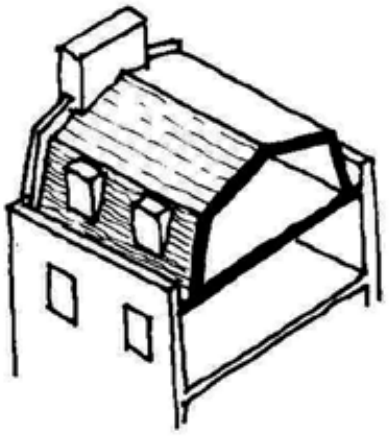






Pitched roof concealed behind parapets





Mansard roof

Figure 30c Different roof forms

Roof Alterations: Design Principles

Front Roof Slopes

Dormer windows will not normally be acceptable anywhere on the front roof slope. An exception may be made in some areas of the Borough where front dormer windows are a common feature. Also, in streets where 30% or more of existing properties have already been altered with front roof extensions and where the form of the house and the size of the roof permit an extension, then there is scope for greater flexibility in considering front roof extensions provided they take one of the forms illustrated. Where there are less than 30% of affected properties then only front roof lights (roof windows) are acceptable.

Rear Roof Slopes

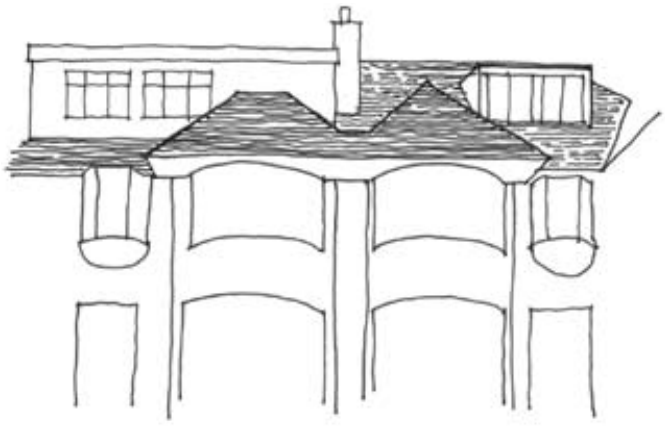
Dormer windows and roof-lights will normally be acceptable on rear roof slopes. The rear roof slope of the building is the most suitable area in which dormer windows and roof-lights can be added to an existing roof-form. Roof lights should be designed and installed to have the minimum projection from the roof plane.

Side Roof Slopes

Dormer windows and roof-lights to the side roof slope will be acceptable where they will not have a detrimental impact on the building or streetscape and where there are no issues of overlooking into neighbouring properties.

Front Roof Extensions

The following illustrations indicate acceptable types of front roof extensions in the form of dormer windows. These principles are only applicable in those streets where 30% or more of existing properties have already been altered with front roof extensions and where the form of the house and the size of the roof permit an extension. This largely applies to terraced and semi-detached houses of the late Victorian, Edwardian and inter-war periods.



✗ Left:
Large box dormer full width of property and front hipped bay roof truncated

✓ Right:
Acceptable dormer window set in plane of roof below ridge height

Figure 31a

✗ Figure 31b
Full width box dormer between raised party walls

✓ Figure 31c
Acceptable dormer window set in plane of roof below ridge height

✗ Figure 31d
Full width box dormer between raised party walls

✓ Figure 31e
Dormer window set in plane of roof; width proportional to window below

Rear Roof Extensions

Dormer windows to a rear roof slope should reflect the architectural character of the existing building and its neighbours in their form, detailing and materials. Dormers should be placed in line with the windows on the floor below, and in total not exceed more than half the width of the roof.

Dormers should be well spaced and positioned within the existing roof slope, set in from the party wall on each side and down from the ridge. As a general guide, dormers should be a minimum of 0.5m below the ridge, a minimum of 0.5m from the edge of any roof hip, a minimum of 1.0m above the eaves line, and the height of the dormer should be no more than half the height of the roof (measured on elevation).

Dormer windows should not overlap or wrap around hips, or rise above the ridge line. Large continuous box dormers that span between party walls and extend up to the ridge line are not considered acceptable, as they give the appearance of a taller building with a flat roof. However, in streets where 30% or more of properties already have large rear dormers then greater flexibility is possible in assessing an acceptable size. The same general guidelines will apply but the dormer can extend to within a minimum distance of 0.3m from the ridge and eaves lines respectively, and must be set in from the party walls.

✓ Figure 32a
Typical rear elevation roof line.

✓ Figure 32b
Traditional dormer windows set in the plane of the roof and aligned with the windows below.

✓ Figure 32c

Larger singe dormer window aligned symmetrically within the plane of the roof. Width of the dormer not to exceed half the width of the roof.

✓ Figure 32d

Larger dormer windows applicable where 30% or more of adjacent properties already have large rear dormers. Dormer to be minimum distance of 0.3 M from the ridge and eaves line, and set in by the same distance from the party walls.

✗ Figure 32e

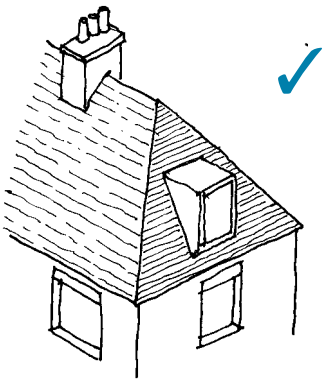
Large box dormer occupying full width of roof between party walls and on the same plane as the rear wall. Windows have no relationship to the existing windows below.

✗ Figure 32f

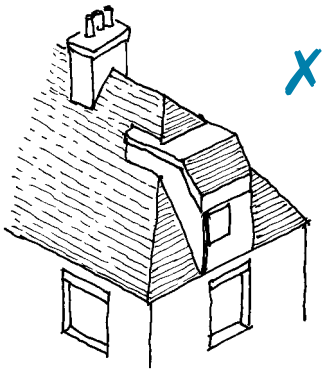
Party walls raised above existing ridge line. Continuous dormer extending to front roof slope.

Side Dormers

Side dormers are possible but only if well designed and where they do not compromise the street character or a neighbour's privacy. As with rear dormers, they should sit within the slope of the roof, well clear of any hips and verges. In some circumstances, a side dormer can be used to provide access to a roof conversion provided that minimum headroom clearances can be met.



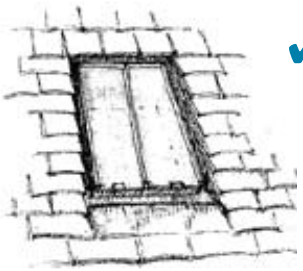
✓ Figure 33a
Single side dormer window set in plane of the roof and in line with the window below



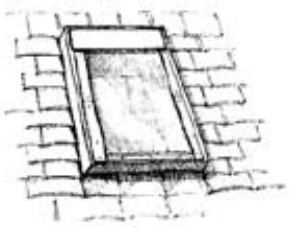
✗ Figure 33b
Single side dormer window breaks the roof lines and is inproportionate to the side elevation

Roof Windows

Roof lights, or roof windows, can often be a less intrusive alternative to dormers, enabling conversion of a roof space with little external alteration. The number and size of roof windows should not visually dominate the roof plane. Roof windows need not be large, as more sunlight and daylight reaches a sloping roof than a wall. Normally, a maximum of two roof lights will be acceptable on the road facing roof slope. Roof windows should be designed and installed to have a minimum projection from the roof plane. The glazing of the traditional roof light is flush with the roof covering, and all roof window ranges now include a 'conservation style' roof light which meets this requirement.



✓ Figure 34a



✗ Figure 34b

Mansard Roofs

There are two types of mansard roof, the double pitched mansard and the flat topped mansard. In cases where the introduction of a roof extension would be acceptable the double pitched mansard is generally the correct form for roof extensions to Georgian or Victorian terraced houses.

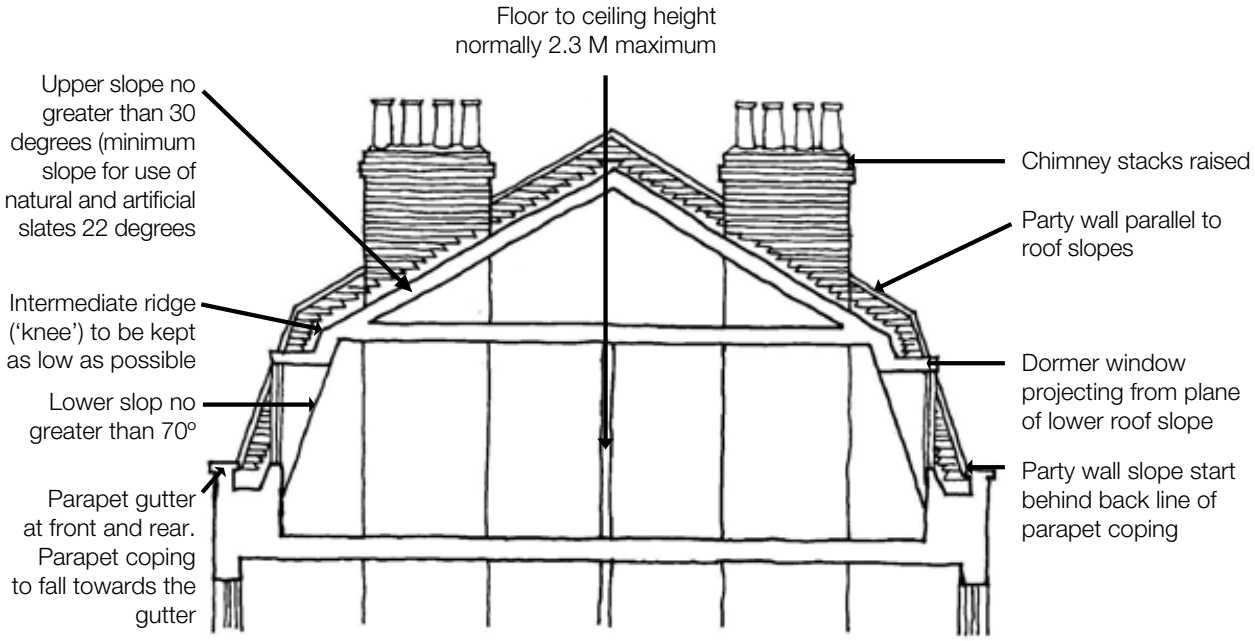


Figure 35a Double pitched mansard roof

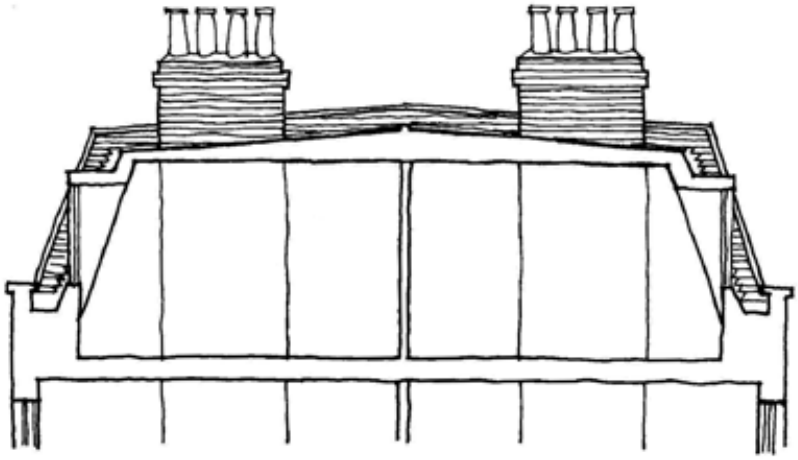
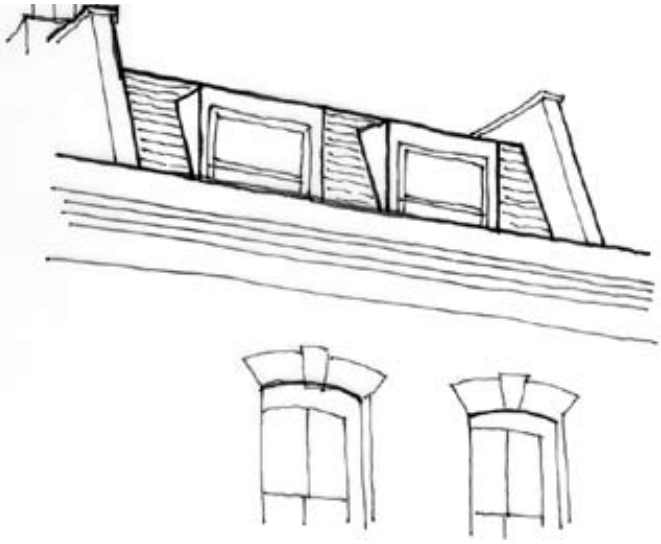


Figure 35b Flat topped mansard roof

Older Victorian properties, particularly terraced houses, often have shallow pitched roofs concealed behind a parapet forming a uniform cornice line on the street frontage. Although some terraced houses were originally built with mansard roofs, the continuity of the parapet line is an important townscape feature of early/mid Victorian streets and is typical of the street scene of large areas of residential Hackney. Consequently, where there are no roofs above the parapet in view elsewhere along the terrace, where the terrace forms an overall composition the balance of which would be upset, or where the scale of the house or terrace would be damaged by adding extra height, then a roof extension of any form should not be acceptable. In streets where 30% or more of properties have already been altered at roof level then a mansard roof may be acceptable subject to the recommended design criteria being satisfied.

✗ Figure 36a

A non-traditional roof form breaks the parapet roofline where no other roof extensions exist



✓ Figure 36b

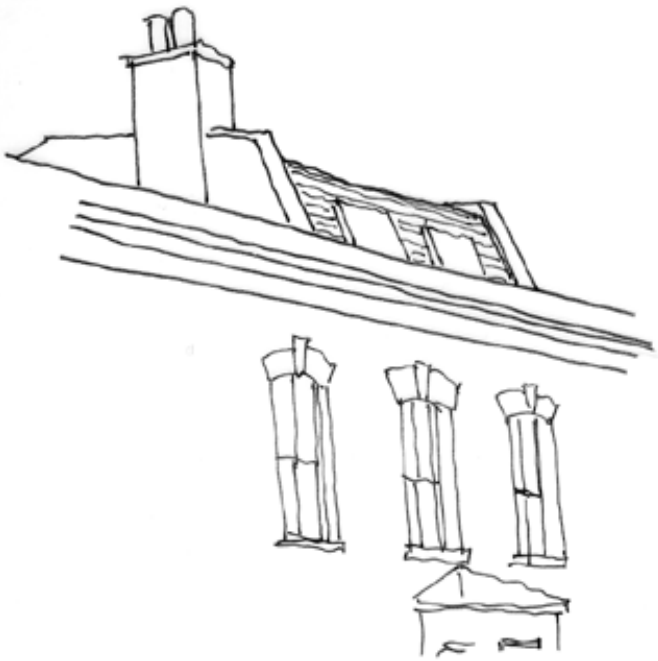
Mansard roof with dormer windows

A mansard roof should have two slopes, the lower face being steeply pitched and the upper one at a shallower pitch. Windows in mansard roofs should be set behind the parapet wall and project from the lower roof slope. Party walls and chimneys should normally be properly built up above the level of the new roof, with the party wall following the pitch of the roof.

In this example the individual dormer windows project from the slope of the roof and are simply detailed, modest in size and unpretentious. The party walls have been raised parallel with the slope of the roof. For correct appearance the mansard slope should not rest on the parapet wall but should rise from a point sufficiently behind the parapet wall at both the front and back, and should normally be separated from the wall by a substantial gutter.

✗ Figure 36c

This is not a mansard roof. The extension takes the form of a flat roofed box between raised party walls. The vertical front wall is set back from the parapet to form a roof terrace, and the windows bear no relationship to the existing windows of the house below. The parapet walls are built up vertically from the top of the parapet.



✗ Figure 36d

The mansard roof form is correct but the windows are set in the roof plane instead of being projecting dormers.

FRONT ELEVATIONS, EXTENSIONS AND PORCHES

Issues

Residential buildings in Hackney generally follow a clear and established building line. Building façades tend to be in the same plane, although they sometimes display a degree of layering, with architectural features such as piers and door surrounds. Projections beyond the established building line can be highly disruptive elements within the streetscape and will not generally be acceptable, other than in exceptional circumstance.

Design Principles

- In general, extensions beyond the front main wall are unacceptable, although in exceptional circumstances it may be possible to provide a small front porch.
- Front porches will only be allowed where they relate to the architectural design, conventions and materials of the existing building, where they do not obscure or disrupt existing architectural features (such as door surrounds, pilasters, etc.) and where they do not disrupt the architectural unity of the group of which the building forms a part.
- Inappropriate replacement of traditional features, such as sash windows, front bays, cast iron pipe-work, slate roofs and original materials will be resisted.

For Listed Buildings, buildings in conservation areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

Figure Porches

4 ENVIRONMENTAL QUALITY AND OTHER CONSIDERATIONS

BASEMENT EXTENSIONS

Issues

The majority of the houses in Hackney do not have basements floors which are readily visible from the street. A number of houses have ground floors which are slightly raised; this allows small windows near the ground giving a small degree of light and ventilation to the basement. This is known as a semi-basement arrangement. A few dwellings have front light-wells, at the rear edge of their front gardens, which allow basements to have larger windows. However, basement light-wells are not a general characteristic of residential buildings in the borough, and are not found in more urban streets. Loss of soft landscaped gardens in order to accommodate impermeable spaces are unlikely to contribute towards Sustainable Urban Drainage and can lead to flooding.

Basement rooms were invariably used for service areas and were not originally intended as habitable rooms.

Design Principles

- Excavations for front basement light-wells will normally be acceptable where light-wells are an established characteristic of the streetscape, and where 75% or more of the depth of the front garden is preserved.
- Basement light-wells should be well set back from the rear edge of the pavement and must not be recessed into the ground floor elevation.
- Excavations for rear basement light-wells must preserve 50% or more of the area of the rear garden and must not result in the unacceptable loss of outdoor amenity space.
- The footprint of basement extensions must follow that of the original dwelling.

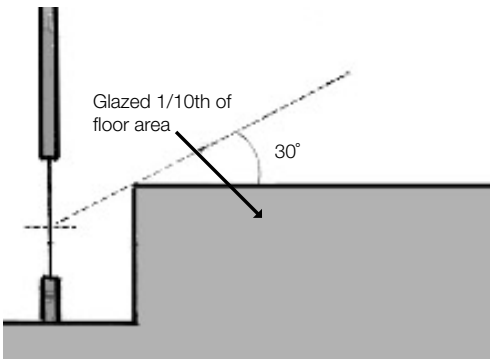


Figure 37 The 30° rule for basement windows

- The glazed area of any basement windows should be a minimum of 10% of the floor area of the room. A habitable basement room should receive adequate daylight: a line drawn from the centre of the window at 30° above the horizontal should pass over any obstruction. Light-wells should be a minimum distance of 1m from window pane to retaining wall.
- Where creation or enlargement of basement windows is required, traditional proportions should be maintained, and account must be taken of the alignment and proportions of windows on the other floors of the building.
- In some cases engineering reports will be required for proposals for basement excavations.
- For Listed Buildings, buildings in Conservation Areas and Locally Listed Buildings additional controls will apply and additional permissions may be required.

BALCONIES AND TERRACES

Issues

Roof terraces and balconies, whilst providing valuable outdoor space for dwellings without access to a garden, can present problems with over-looking, loss of privacy to neighbouring properties, and from nuisance during use. They are not characteristic of the traditional residential housing stock of the Borough.

Design Principles

- Roof terraces, balconies and Juliet balconies are not normally acceptable where they impose on the privacy of the neighbouring properties.
- Roof terraces and balconies should relate to the architectural conventions of the existing building and should not compromise existing openings and architectural features.
- Balconies and terraces are generally not acceptable on front elevations.
- The removal of traditional roof-forms to create roof terraces is not acceptable.
- For Listed Buildings, buildings in conservation areas and Locally Listed Buildings additional controls will apply and additional permissions may be required.

WINDOWS FRAMES AND DOORS

Issues

Hackney's traditional residential buildings often demonstrate painted timber, vertical sliding sash windows, and timber doors. Windows and their glazing bars constitute a characteristic feature of a house and its streetscape, since they were often designed as part of the overall composition of the facade, and an altered framing pattern can be disruptive. Modern materials, such as uPVC, often have an overly wide, flat and shiny appearance which may not be appropriate because correct window proportions can rarely be achieved in thicker glazing sections. There are also ecological, maintenance and sustainability concerns with uPVC windows not only during their manufacture and disposal, but also with their ability to be repaired, and the potential release of toxins in case of fire.

Design Principles

- Traditional painted timber, vertical sliding sash windows, and timber doors should be retained and repaired where possible.
- Where it is necessary to alter or replace windows, the new windows should match the originals with regard to proportion, choice of materials, size of frame and type. The design and materials of front doors should be appropriate to the period of the building.
- Modern materials, such as uPVC and aluminium, and changes to window frame patterns are unacceptable for traditional building forms.
- For Listed Buildings, buildings in conservation areas and Locally Listed Buildings additional controls will apply and additional permissions may be required.

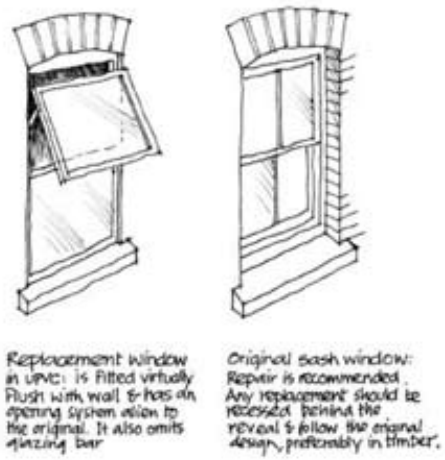


Figure 38 Inappropriate and appropriate window frames.

WALLS AND OTHER MATERIALS

Issues

The majority of the residential buildings in Hackney were constructed during a period in which a limited and traditional range of building technologies were used. The buildings, therefore, often have a limited palette of materials: they are mainly constructed of load-bearing brick, with natural slate or tiled roofs and often, in later buildings, with stucco detailing to accentuate key architectural features. This limited palette of materials contributes towards Hackney's identity.

Design Principles

- Existing, original materials and surfaces should be retained or reinstated. Rendering or painting over existing brickwork is discouraged.
- The Council will consider the use of Article 4 Directions to resist the loss of original materials and surfaces, especially in conservation areas.
- Many older buildings retain original features, such as cornices, string courses, mouldings, ironwork balconies and quoin-stones. These should be retained, or replaced, wherever possible.
- New work must always be carried out to match the original walls. Careful attention should be paid to brick-bonding and pointing to ensure a good match of style and colour.
- Wherever possible, external materials should match the colour and texture of the original building. When attempting to match materials, consideration should be given to the changes which will occur in their appearance due to age and weathering. Second-hand materials, in good condition, can be used to advantage for extensions to older properties. Re-use of second-hand materials contributes to environmental sustainability but they must be obtained from reputable sources.
- The use of high-quality natural materials is encouraged for all extensions and alterations, especially in conservation areas and other areas of townscape quality where man-made alternatives are unacceptable. Inferior materials, whilst cheaper in the short term, add to future maintenance costs and will invariably be less attractive. It is important to use materials that improve with age and weathering.
- The use of rendered finishes should be avoided, unless used to match the existing building, Rendering and other surface finishes can be conspicuous elements in the context of Hackney's built environment; they can weather poorly and be costly to maintain to a satisfactory appearance.

- Repairs to existing render and stucco should be undertaken in a material to match the composition of the original.
- Original external pipe-work should be repaired where possible. Where the original pipe-work is beyond repair, cast iron replacements are preferable to plastic types. New pipe-work, including flues, should be installed to the rear and should be black or in a colour to match in with the external wall.
- For Listed Buildings, buildings in conservation areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

FRONT GARDENS AND BOUNDARY TREATMENTS

Issues

Hackney's urban fabric has a unified character, which is derived in part from its gardens and boundary treatments. Front, rear and side boundaries contribute almost as much to the character of an area as the buildings themselves. The loss of front gardens and the use of inappropriate boundary treatments can detract from the overall appearance of the Borough's streetscapes.

Soft landscaping also contributes to Sustainable Urban Drainage. Low brick walls, topped with coping stones and iron railings are characteristic of Hackney's streetscape. Excessively high and/or visually impermeable boundary treatments can create inactive street-frontages, and reduce the possibility for passive visual surveillance.

Design Principles

- The loss of front gardens (for example, to form basement light-wells or hard-standings for car-parking) will be resisted.
- The Council will encourage the retention of soft landscaping and trees to the front gardens of residential properties where appropriate, and will resist unsightly andinappropriately placed bin-stores and other features in front gardens.
- Existing railings, gates and gateposts should be retained and refurbished, particularly those which were originally installed in the same architectural style as the building.
- Where walls, gates and gateposts are to be replaced, care should be taken to respect the original character, height and materials of the boundary treatment and

the surrounding streetscape.

- It may be appropriate for new boundary treatments to match the style of original boundary treatments and railings on adjoining properties.
- For Listed Buildings, buildings in conservation areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

CARPARKING AND HARD-STANDINGS

Issues

Hackney's streets have a unified character, which is derived, in part, from its front gardens and boundary treatments. The loss of front gardens and the use of inappropriate boundary treatments can detract from the overall appearance of the Borough's streetscapes and lead to a loss of visual amenity and local distinctiveness. Increasing levels of paving and hard surfaces to front gardens also has a detrimental impact on Sustainable Urban Drainage. Parking in front gardens also leads to pedestrian / vehicular conflict along pavements. Car-parking in front gardens rarely increases the overall car-parking capacity of an area, as the provision of a cross-over from the street usually results in the loss of at least one on-street parking space.

Design Principles

- To minimise flooding, surfacing materials should be permeable.
- The Council will not encourage car-parking and hard-standings in front gardens, and will refuse planning applications where this form of development is proposed.
- The Council will consider the use of Article 4 Directions to resist the loss of front boundary walls and the construction of hard-standings in front gardens, especially in conservation areas and other areas of townscape quality.
- For Listed Buildings, buildings in conservation areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

OUTBUILDINGS AND DEVELOPMENT IN A BUILDING'S CURTILAGE

Issues

Much of Hackney's residential properties were designed and built with external open space both to the front and rear of the property. Rear gardens offer not just a valuable source of amenity space and natural habitat for wildlife, but also contribute to the quality of the surrounding streetscape, especially when viewed through gaps between the built form and along side streets. The construction of sheds, greenhouses and other structures in rear gardens and other un-built areas, can have a significant impact on the amenity and character if an area, and contribute to incremental urbanisation.

Design Principles

- Structures must not affect the amenity value of neighbours' gardens and may cause an unacceptable intensification of used, if use for purposes other than storage or gardening.
- Outbuildings in the curtilage of listed buildings or in gardens in conservation areas will be discouraged.
- Where it is considered acceptable to build a structure in a rear garden, care must be taken to avoid any potential impact on trees and other vegetation in the area.
- Outbuildings to the rear of corner properties have a greater potential to impact on the surrounding streetscape and consideration must be given to their building line, scale and materials.
- For Listed Buildings, buildings in conservation areas, and Locally Listed Buildings additional controls will apply and additional permissions may be required.

CONTEMPORARY DESIGN

- The majority of Hackney's building stock is of a historic nature and, therefore, extensions and alterations of a traditional nature and design are generally the most appropriate. However, the council recognises that in some instances

contemporary design solutions may be appropriate, providing they possess a high standard of design quality and are of sympathetic form and materials.

- Every application has to be assessed on its individual merits; however, alterations or extensions that are considered to be good examples which are of high quality contemporary design are illustrated here. Planning applications are examined according to the standard of design quality, the use of sympathetic materials, and the means in which the mass and form of the proposed have maintained a proper relationship to the existing building.

- The examples include the use of light weight materials such as timber and glazing. Each scheme is typically fitted into the lines of the existing building rather than a form that is stuck on or applied.

Figures 39a, 39b 39c & 39d Best practice examples of contemporary design incorporated into a traditional building form

Internal Layout and Design

All residential extensions and alterations must be fully compliant with acceptable layout and design standards, and with Building Regulations. They must comply with all Layout and Design criteria currently set out in SPG2 paragraph 2.

Internal Space and Standards

When planning an alteration, extension or change of use to residential, the internal space of the rooms designed should comply with the minimum room standards. Flats or houses should not result in an over-development of the property and the proposed alteration should be at a density of accommodation that is appropriate to the type of building and the area in which it is located.

Hackney's current (as of November 2005) minimum internal floor areas are set out in the table reproduced at Appendix B, although these may subsequently be superseded by revised local or London wide policy requirements.

Residential Conversions

Any conversion of a house presently occupied by a single household into two or more flats constitutes a *change of use* and, therefore, requires planning permission. It is intended to bring forward a separate SPD on Residential Conversions; however, until the adoption of that document, the section relating to Residential Conversions in the SPG2 will remain Council policy.

Privacy of Adjoining Occupiers

Extensions, especially those of one or more storeys, can lead to a loss of privacy for a neighbouring properties, due to overlooking from new windows closer to adjacent boundaries. Loss of privacy includes not just maintain an adequate distance between windows of habitable rooms, but can also relate to loss of privacy of external amenity space. Balconies and roof terraces can also threaten the privacy of neighbours: this can result not just from overlooking, but also from nuisance and noise pollution. Issues relating to loss of privacy to adjoining occupiers will be assessed on a case by case basis.

Daylight, Overshadowing and Outlook

Adjoining occupiers have the right to adequate daylight and sunlight. The volume of any extension may be limited by the degree to which it blocks out daylight from neighbour's windows. The need to maintain a reasonable outlook for your neighbours also needs to be carefully considered.

More complex schemes will require a full assessment using the criteria set out in BRE's publication, *Site Layout Planning for Daylight and Sunlight* (2002); this includes an analysis of *Vertical Sky Component*, *Average Daylight Factor* and *Annual Probable Sunlight Hours*.

For simple, small scale proposals the 45° and 25° rule of thumb will be used to judge loss of light to adjoining windows (see figure 40).

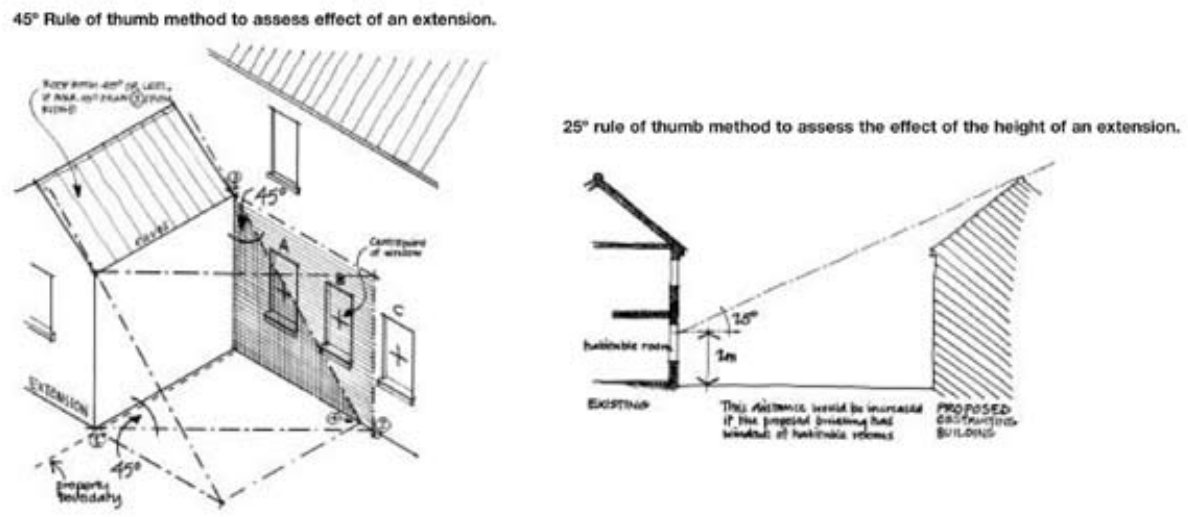


Figure 40 The 45° and 25° rule of thumb

Extensions that do not impinge on undisrupted sunlight allowances by no more than two fifths to a quarter of an existing amenity area will normally be acceptable.

Sound Insulation and Ventilation

Noise pollution can also affect acoustic privacy: any noise generating activity should be carefully considered as part of any proposal. This includes the location of balconies and roof terraces. It is essential to consider noise separation, especially during residential conversions. Further details will be contained in the SPD related to residential conversions.

Access and Facilities for People with Disabilities

All development in the Borough, be it a new building or an extension or alteration to an existing house, should be fully accessible. Extensions and alterations offer an opportunity for the accessibility of existing houses to be improved. Extensions and alterations must be designed to mobility standards and to comply fully with Building Regulations. Please refer to Building Regulation Document M for further information related to access issues and the use of dwellings. These regulations refer to design consideration for to access into the dwelling and the approach leading to the dwelling, entrance doors, passageways and internal doors and access within the dwelling. Building Regulations require use of *'simple fastening door opening'*.

Designing for Safety and Security

All residential development in the Borough must provide a safe and secure environment. Proposals should comply with *Secured by Design* principles for designing out crime; for example, by avoiding secluded or underutilised spaces around the building, recessed entrances with no visual surveillance, etc.

Building Regulations Approved Document B (Sections 1,2 and 3) relate to fire safety for private dwellings.

Cycling and Storage Space

The Council wishes to encourage the use of public transport, walking and cycling, as environmentally sustainable alternatives to private car use. Extensions and alterations which incorporate secure and dedicated cycle spaces, preferably within the building itself will be encouraged. The provision of adequate internal storage space within residential buildings is also encouraged by the Council.

Trees

The Council encourages the retention and maintenance of trees within the Borough. Existing trees, especially those in Conservation Areas or those covered by *Tree Preservation Orders*, should not be compromised by any proposed extension or alteration, either during construction or in the future. This includes the canopy of the tree, but also its roots, and consideration should be given to trees on adjacent sites which may be affected by any proposals. The Council has specialists who could give help and advice on proposals during the pre-application stages. Foundations should

be adequate to avoid the new structure being damaged by the tree in the future and extensions should not compromise the canopies of growing trees. During construction work, trees must be adequately protected in accordance with BS5837:2005.

Garden Amenity Provisions

Any residential extension or alteration should not result in the unacceptable loss of external amenity space. As a general rule, an extension should not result in the loss of more than 50% of any existing amenity space. Cumulative loss of amenity space through multiple applications will not be acceptable. Any extension or alteration must not compromise the quality and usability of any remaining amenity space. Likewise, any extension or alteration must not compromise the quality of the amenity space of neighbouring properties: through unacceptable overshadowing, loss of privacy, etc. Access through bedrooms to private amenity will not normally be acceptable, and access to gardens from family units should have direct access to the private amenity space: if direct access cannot be provided, then access may be acceptable via external stairs (from no higher than first floor) subject to detailed design and overlooking issues. The relationship between any communal amenity space and residential windows also requires careful consideration.

Green Roofs

Policy 4C.8 and 4.90 of The London Plan encourages Sustainable Urban Drainage systems, such as green roofs, in order to increase biodiversity and minimise water runoff. While the Council promotes the incorporation of traditional forms, such as pitched roofs for extensions, exceptions may be considered where applicants demonstrate the inclusion of green roofs (either extensive self managing roof coverings or deeper intensive roof-forms). In addition, these can enhance insulation and increase the lifespan of the roof. Green roofs are especially encouraged where they complement existing wildlife habitat, open space and green corridors.

The Council also encourages rainwater reuse (or harvesting), which involves the collection and storage of rainwater on site and its use as a substitute for mains water, for example in watering gardens or for flushing toilets. More information can be provided by contacting the Environment Agency.

Renewable Energy Sources

In accordance with Planning Policy Statement 22, the London Borough of Hackney "small scale renewable energy schemes utilizing technologies such as solar panel, biomass heating, small scale wind turbines, photovoltaic cells and combined heat and power schemes can be incorporated into both new developments and existing buildings." Applications will be considered on a case-by-case basis; however, they will be judged in accordance with the guidelines outlined elsewhere in this document. It is, recommended that applicants review Building Regulations Document L1 with regard to appropriate methods of installation particularly when the proposals will impact on a listed building or a building in a Conservation Area.

Satellite Dishes

Satellite dishes can be obtrusive and discordant features in the townscape. In all locations, and especially in the case of a proposal in a conservation area or the setting of a listed building, a satellite dish should be located carefully out of view and so as to not disrupt the historic fabric. In all locations the use of camouflage materials for the exterior of the dish is encouraged so as to minimise the overall impact. In most cases only one dish will be acceptable per building. Suitable locations for the placement of the dish include behind parapet walls, on rear extensions or elevations, behind chimney stacks; using the smallest sized dish possible. Advice on satellite dishes can be found in the Government's leaflet *A Householder's Planning Guide for the Installation of Satellite Television Dishes* (Department of the Environment, Transport and the Regions, 1998).

Solid Waste Storage and Recycling Storage

Waste bins and/or wheeled bins are required for each flat or dwelling and are best located within a suitable enclosure at the rear of the property. Where no access exists to the rear of the property, a well-screened facility, sensitively placed to the front of the property should be considered. The bin store should not be located so as to detract from the building, nor be too prominent or discordant in the street-scene. A possible location may be behind the property's front boundary wall. A location close to ground floor windows should be avoided. The enclosure should be constructed in materials which match the main building or boundary wall of which it forms a part. In some areas, it may be necessary for reasons of community safety that secure units are provided for bin stores to prevent unauthorised activity. There may be circumstances, for example in Conservation Areas and in the setting of listed buildings, where it may be difficult to find a solution. The dimensions of a wheeled bin are normally 1100mm in height, 585mm in width and 730mm in depth; therefore the facilities should be

appropriately sized to accommodate one bin per flat or dwelling. Bin storage should never impede access to or from a dwelling. Advice from the Council's Waste Services should be sought regarding current bin sizes. Hackney currently operates a re-cycling box scheme: if you intend to store the re-cycling bin outside your property a suitable enclosure should be provided.

Waste disposal issues are covered in Building Regulation Approved Document H (section 4).

APPENDICES
APPENDIX A / GLOSSARY

Brick Bond
The way in which brick courses are laid: Header: brick laid so that the end only appears on the face of the wall. Stretcher: brick laid so that the side only appears on the face of the wall.

English Bond
Method of laying bricks so that alternate courses or layers on the face of the wall are composed of headers or stretchers only.

Flemish Bond
Method of laying bricks so that alternate headers or stretchers appear in each course on the face of the wall.

Building Line
The line formed by the frontages of buildings along a street. The building line can be shown on a plan or section.

Building Regulations
To ensure the health and safety of people in and around all types of building.

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

Butterfly Roof/ M-Roof
With two parallel pitched roofs meeting in a valley or gutter

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

Cill
Horizontal timber at the bottom of a timber-framed wall into which posts and studs are toned. A cill –wall which posts and studs are stone supported

Conservation Area
A conservation area is an area of special architectural or historic interest, the character or appearance of which it 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.

Conservation Area Consent
Under the Planning (Listed Buildings & Conservation Areas) Act 1990 and Orders and Regulations made there under, consent is required to carry out the demolition of buildings and structures (including some walls and fences), in conservation areas. There are some exceptions defined in the legislation.

Context
The setting of a site or area, including factors such as traffic activities and land uses as well as landscapes and built form.

Conversion
Subdivision of premises into two or more, self-contained dwellings

Density
The floor-space of a building or buildings or some other unit measure in relation to given area of land. Built density cab be expresses in terms of plot ratio (for commercial development); number of units pf habitable rooms per hectare (for residential development); site coverage plus the number of floors or a maximum building height; a combination of these.

Design Standard
Specific, usually quantifiable measures of amenity and safety in residential areas

Design Guide
A document providing guidance on how development can be carried out in accordance with the design policies of a local authority or other organisation often with a view to retaining local distinctiveness.

Dormer Window
Projecting framed structure sitting vertically on the rafters of a pitched roof, with its own roof (pitched or flat), sides (dormer cheeks), and a window set vertically in the front. It will often have small gable or pediment (dormer-head) over the window if the roof is pitched at right angles to the main roof, but if the roof is a cat-slide it will have a flat top.

Elevation
The façade of a building, or the drawing of a facade

Fenestration
Pattern formed by windows in a building facade

Footprint
The shape and configuration of a building.

Habitable Room
A Room within a residential dwelling considered appropriate for occupation. Habitable rooms exclude bathrooms, and kitchens under 13sq.m (140 sq. ft)

Hip (Hipped) Roof
Sloping salient angle of a roof where two sides joins

Juliet Balcony
A shallow balcony designed to provide a safety barrier in front of french windows.

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, drawn up by the Department of Culture, Media and Sport.

Listed Building Consent
Permission required from the Council for the demolition of, or material alterations, both internal and external, to a listed building or within the curtilage or setting of a listed building.

Mansard Roof
Named after F. Mansard, a curb-roof with steeply pitched or curved lower slopes and pitched or hipped roof over – almost invariably with dormer-windows

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

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

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 doorframe. It is generally set square with the face, the return inwards from the reveal for the door or window-frame being rebate, and the inside return the jamb, often splayed.

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 view along a street from the perspective of a driver or pedestrian, especially of the natural and man-made elements in or near the street right of way, including roof line, street trees, lawns, landscape buffers, signs, street lights, above-ground utilities, drainage structures, sidewalks, bus stop shelters and street furniture.

Subservience
To serve under. Unequal

Sustainable Urban Drainage
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
Exact correspondence of parts on either side of an axis. e.g. Greek temple, Harmony, proportion, or uniformity between the parts of a building and its whole

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, wilful damage or destruction of trees (including cutting roots) without Hackney's permission.

APPENDIX B
SPACE STANDARDS

(as of November 2005)

Number of Persons	1p	2p	3p	4p	5p	6p	7p	8p
Bathroom	2m	2m	2m	2 - 2m	2 - 2m	2 - 2m	2 - 2m	3 - 2m
Main Bedroom	8.5m	11m	11m	11m	11m	11m	11m	11m
Other Double Bedrooms	8.5m	10.5m	10.5m	10.5m	10.5m	10.5m	10.5m	10.5m
Single Bedrooms	8.5m	6.5m	6.5m	6.5m	6.5m	6.5m	6.5m	6.5m
Living Room (without Dining Kitchen)	14m	15.5m	17.5m	17.5m	19.5m	21.5m	21.5m	21.5m
Galley Kitchen	5.5m	6.0m	6.5m	7.5m	7.5m	7.5m	9.5m	9.5m
Living Room				14m	15m	16m	17m	18m
Dinning Room				6.5m	7.5m	8.5m	9.5m	10.5m
Kitchen				7.5m	7.5m	7.5m	9.5m	9.5m
Combined Living / Dinning / Kitchen area	18.5m	18.5m	20m	-	-		-	-
General Internal Storage (m2)	2	4	6	8	10	12	14	16
Total area (m2) (including Communal Lobbies and Staircases)	32m	49m	63m	78m	89m	99m	110m	122m

Figure 41: Minimum room areas in square metres

APPENDIX C
USEFUL SOURCES OF INFORMATION

LEGISLATION AND GUIDANCE

- Town and Country Planning Act 1990
- Town and Country Planning (General Acceptable Development) Order 1995
- Approved Document A – Structure, 1992 Edition
- Approved Document B - Fire Safety, 2000 Edition
- Approved Document E - Resistance, 2003 Edition
- Approved Document F – Ventilation, 1998 Edition (Amended 2000)
- Approved Document H – Hygiene, 1992 Edition,
- Approved Document L1 – Conservation of Fuel and Power in Dwellings, 2002 Edition
- Approved Document M – Access to and Use of Buildings, 2004 Edition
- Approved Document to Support Regulation 7 - Materials and Workmanship, 1999 Editions Amended 2000

PUBLICATIONS

- *Planning - A Guide for Householders* (Department of Environment, Transport and the Regions, 1998).
- *Site Layout Planning for Daylight and Sunlight* (P J Littlefair, Building Research Establishment, 2002)

NOTES

NOTES

TRANSLATION PAGE

This document provides information about the Hackney Local Development Framework. Why not ask a friend to translate it for you? Or, if you would like a copy in your own language, write your name and address clearly in the box below, tick here ☐ and return to the address below.

এই দলিলে হ্যাকনির স্থানীয় উন্নয়ন কাঠামো সম্পর্কে তথ্য রয়েছে। এটিকে অনুবাদ করে দিতে কেন আপনি আপনার একজন বন্ধুকে বলছেন না? অথবা, যদি এর এক কপি আপনি আপনার নিজের ভাষায় চান, তাহলে নীচের বাক্সে স্পষ্ট করে আপনার নাম ও ঠিকানা লিখুন, এখানে টিক্ দিন ☐ এবং নীচের ঠিকানায় ফেরৎ পাঠান। (Bengali)

本文件提供有關海克尼地方發展架構的資料，何不請朋友給你把它翻譯？又或者若你想取得以你母語撰寫的版本，請在以下空格清楚填寫你的姓名和地址，並在這裏 ☐ 一劃，然後寄交以下地址。(Chinese)

Ce document fournit les informations sur le Cadre de Travail du Développement Local d'Hackney. Pourquoi ne pas demander à un ami de le traduire pour vous ? Si vous souhaitez en obtenir une copie dans votre langue maternelle, vous pouvez également écrire lisiblement vos nom et adresse dans la boîte ci-dessous, cocher cette case ☐ et nous retourner ce document à l'adresse indiquée ci-dessous. (Français)

Este documento contiene información sobre el Marco de Desarrollo Local de Hackney. ¿Por qué no le pide a un amigo que se lo traduzca? O, si desea recibir una copia en su propio idioma, escriba claramente su nombre y dirección en el cuadro inferior destinado a ello, marque esta casilla ☐ y envíe el formulario a la dirección de más abajo. (Spanish)

આ લેખમાં હેકની સ્થાનિક વિકાસ માળખા [Hackney Local Development Framework] વિષે માહિતી આપવામાં આવેલ છે. તમારા કોઈ મિત્રને તેનો અનુવાદ કરવા પૂછી તો જૂઓ? અથવા જો તમારે આની એક નકલ તમારી ભાષામાં જોતી હોય તો તમારું નામ અને સરનામું નીચેનાં ખાનામાં સ્પષ્ટ રીતે લખો, અહિં ☐ ટિકનું ચિહ્ન કરો અને નીચે આપેલ સરનામે પરત મોકલો. (Gujarati)

ਇਹ ਦਸਤਾਵੇਜ਼, ਹੈਕਨੇ ਦੀ ਸਥਾਨਕ ਵਿਕਾਸ ਯੋਜਨਾ [Hackney Local Development Framework] ਬਾਰੇ ਜਾਣਕਾਰੀ ਮੁਹਈਆ ਕਰਦਾ ਹੈ। ਆਪਣੇ ਦੋਸਤ/ਸਹੇਲੀ ਨੂੰ ਇਸਦਾ ਅਨੁਵਾਦ ਕਰਨ ਲਈ ਕਿਉਂ ਨਹੀਂ ਕਹਿੰਦੇ ? ਜਾਂ, ਜੇ ਤੁਸੀਂ ਇਸਦੀ ਇੱਕ ਕਾਪੀ ਆਪਣੀ ਭਾਸ਼ਾ ਵਿਚ ਚਾਹੁੰਦੇ ਹੋ, ਤਾਂ ਹੇਠਾਂ ਦਿਤੇ ਬਾੱਕਸ ਵਿਚ ਆਪਣਾ ਨਾਂ ਅਤੇ ਪਤਾ ਸਾਫ਼-ਸਾਫ਼ ਲਿਖੋ, ਇਥੇ ☐ ਨਿਸ਼ਾਨ ਲਾਓ ਅਤੇ ਹੇਠਾਂ ਦਿਤੇ ਪਤੇ 'ਤੇ ਵਾਪਸ ਭੇਜੋ। (Punjabi)

Dokumentiga wuxu ku siinayaa warbixin ku saabsan Qaabka Horumarinta Deegaanka Hackney [Hackney Local Development Framework]. Maad weydiisatid saaxib inuu kuu tarjamo? Ama, haddaad jeclaan lahayd nuqul luqaddaada ah si cad ugu qor magacaaga iyo cinwaankaaga sanduuqa hoose, calaamadi halkaan ☐ u soo Celina cinwaanka hoose. (Somali)

Bu belge Hackney Local Development Framework (Hackney Yerel Gelişim/Kalkınma Çerçevesi) hakkında bilgi sunmaktadır. Neden bir arkadaşınızdan bu belgeyi sizin için tercüme etmesini istemiyorsunuz? Veya bu belgenin kendi dilinize tercüme edilmiş kopyasını edinmek istiyorsanız, adınızı ve adresini aşağıdaki kutuya açık şekilde yazıp burayı ☐ işaretledikten sonra belgeyi aşağıdaki adrese gönderin. (Turkish)

یہ دستاویز ہیکنی مقامی ترقیاتی ڈھانچہ [Hackney Local Development Framework] کے بارے میں معلومات فراہم کرتی ہے۔ آپ اپنے کسی دوست سے کیوں نہیں کہتے کہ وہ آپ کے لئے اس کا ترجمہ کردے؟ یا اگر آپ کو اپنی ھی زبان میں اس کی نقل چاھئے تو براہ کرم درج ذیل خانے میں صاف صاف اپنا نام اور پتہ لکھیں، یہاں ☐ نشان لگائیں اور اسے درج ذیل پتے پر واپس کریں۔ (Urdu)

Tài liệu này cung cấp thông tin về [Hackney Local Development Framework] (Phác hoạ về Phát triển Địa phương tại Hackney). Tại sao không nhờ một người bạn dịch giúp? Hoặc, nếu bạn muốn một bản bằng ngôn ngữ của mình, viết tên và địa chỉ rõ ràng vào ô dưới đây, đánh dấu vào hộp này ☐ và gửi lại theo địa chỉ sau. (Vietnamese)

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Tel: 020 8356 8046

For more information on the Local Development Framework visit www.hackney.gov.uk/ldf

Hackney