

House Extensions Supplementary Planning Guidance



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Services Division

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Introduction

PURPOSE OF THE DESIGN GUIDELINES

These design guidelines are intended to help people who are planning to extend their property.

Newport City Council is concerned with protecting the environment and is committed to seeking high quality in all forms of development. To achieve this aim, guidance setting out the criteria used to evaluate proposed developments is required. This guidance serves to amplify the wider objectives and policies contained in the Development Plan. Such advice is termed "supplementary planning guidance". This guidance has been the subject of public consultation and a Council resolution.

House extensions are one of the most common forms of development. Individually and cumulatively extensions can have a significant impact on the quality of the built environment. When altering or extending buildings in order to modernise, adapt, enlarge or extend them the overall character and form of the buildings and spaces around them may be detrimentally affected. Guidance is therefore required to provide advice as to what is acceptable in planning terms.

The Supplementary Planning Guidance (SPG) contained in this booklet covers the more common alterations to domestic properties that are likely to be encountered within the City of Newport.

There may be several ways of designing a suitable extension at any given location. The SPG acknowledges this fact and does not seek to be prescriptive, but sets out the principles of good design and outlines best practice. If you are unclear about how these general guidelines apply to your property or want more detailed advice please contact Planning Services for further advice. The contact details for Planning Services can be found on the back cover of this booklet.

CONSENTS REQUIRED

Alterations that materially affect the external appearance of a building will require planning permission unless they are deemed to be permitted development under the General Permitted Development Order 1995; meaning that most alterations and extensions that are not permitted development will require planning permission. Useful information about 'permitted development' and other issues is contained in the booklet, 'Planning: A Guide for Householders', published by the Office of the Deputy Prime Minister. This advisory booklet is available free of charge from Newport City Council Planning Services Department.

It is sometimes thought that structures such as attached conservatories do not count as extensions. This is not correct. Conservatories and most other structures attached to a dwelling are classed as extensions for planning purposes and are subject to the same planning rules as more traditional extensions.

There are 15 conservation areas in Newport (see appendix B). Permitted development rights are reduced in all conservation areas and have been removed in others where an Article 4(2) Direction has been confirmed. Some properties may have had their permitted development rights removed even though they are not within a conservation area.

Listed building consent may be necessary for both internal and external alterations to a listed building.

If you are not sure whether Planning Permission or Listed Building Consent is required you should contact the Development Control Section of Planning Services, Tel: 01633 656656 who will be pleased to help you.

If the proposed work affects a party wall or a party fence wall then you should ensure that you have complied with the requirements of the Party Wall etc. Act. Note that this includes excavations near to a party wall / party fence wall.

Most extensions will require Building Regulations approval. Advice and application forms can be obtained from the Building Control Section, of Planning Services, Tel: 01633 656656

The Countryside Council for Wales should be consulted for advice prior to works commencing on dwellings where bats or barn owls are present, as required by the Wildlife and Countryside Act 1981 (as amended).

Starting building works without the necessary consents can render the property owner liable to enforcement and / or prosecution action by the City Council. Also, failure to obtain the necessary consents may cause future problems for the owner of the house. For example, when selling the property unauthorised works may be identified by a purchaser's surveyor or solicitor resulting in difficulties with the sale of the property.

Even in cases where permission or consent is not required for building works you are advised to consider the advice in these Guidelines and to apply them wherever possible, in order to ensure high standards of design and residential amenity throughout the City of Newport.

PROCEDURES AND PREPARATIONS

Having decided to extend a building, prospective applicants will need to consider where the necessary space is available. Depending on the type of house and the amount of land within the curtilage there may be scope for extending to the side or rear, or utilising roof space. It is advisable to put ideas down on paper prior to consulting an architect or builder about design and construction. Alternatively, an informal discussion with a Planning Officer or Building Control Officer from the City Council's Planning Services at an early stage can settle many potential concerns relating to design, scale and siting.

The form, character and location of the original house are important influences on the design of an extension. Existing materials, the shape of the roof, the proportion and style of doors and windows and the character of the general area should influence the final designs so that the extension complements the original building and its setting.

An appropriate extension will depend upon the above factors. There are many common forms of extension which the following Guidance Notes attempt to cover. Illustrations are used to show examples of good and bad practice. It must be noted, however, that they are not intended as rigid "blueprints", but an indication of what may be appropriate to particular house types.

ALTERATIONS TO LISTED BUILDINGS

Extensions to listed buildings will only be acceptable where they relate sensitively to the original building. In considering whether to grant planning permission for development which affects a listed building or its setting, the City Council has a statutory duty - as defined under S66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 –

to have special regard to the desirability of preserving the building or its setting or any features of architectural or historic interest that the building possesses.

Government advice is that there should be a general presumption in favour of the preservation of listed buildings. The City Council will therefore endeavour to preserve listed buildings, their settings and those features of special architectural and historic interest that they possess.

ALTERATIONS TO BUILDINGS WITHIN CONSERVATION AREAS

There are a number of conservation areas within the City of Newport. If you are not sure whether your property lies within a conservation area, detailed maps are displayed at the Planning Services reception, Newport Civic Centre. Alternatively you may enquire by telephone or write to the planning department (see the address at the back of this leaflet).

Conservation area plans can be viewed via the Internet from the Council's website www.newport.gov.uk

A list of the conservation areas can be found at Appendix B of this Booklet.

Newport City Council, being the local planning authority, has a formal duty when determining any planning application for development in a conservation area, to pay special attention to the desirability of preserving or enhancing the character or appearance of the area.

To ensure that new development in conservation areas preserves or enhances the character or appearance of the area, all applications for planning permission must provide full details of the appearance of the proposal in the context of its surroundings including the materials and detailed design proposed.

The principles of good practice set out in the following pages would apply to all developments both within and outside conservation areas.

NEIGHBOURLY CONSIDERATIONS

Building an extension can be a highly disruptive process, not only for the occupants of the building being extended but also for neighbours and people visiting the area in which the extension is being built. Typical unneighbourly activities include anti-social working hours, excessive dirt, dust and noise as well as plant and materials blocking the highway. Managing the impact of the building process on people and the environment should be an integral part of planning the building operations.

EXTENSIONS GUIDANCE NOTE 1

- EGN 1.1 THE HOUSE EXTENSIONS SUPPLEMENTARY PLANNING GUIDANCE SET OUT IN THIS BOOKLET HAS BEEN ADOPTED BY NEWPORT CITY COUNCIL AND WILL BE A MATERIAL CONSIDERATION IN THE DETERMINATION OF PLANNING APPLICATIONS RELATING TO HOUSE EXTENSIONS

- EGN 1.2 STRUCTURES SUCH AS CONSERVATORIES AND SUN LOUNGES ARE DEVELOPMENT AND ARE SUBJECT TO THE SAME PLANNING RULES AS OTHER TYPES OF HOUSE EXTENSION

- EGN 1.3 ALL RELEVANT LEGAL AND STATUTORY REQUIREMENTS AFFECTING THE DESIGN OF AN EXTENSION MUST BE TAKEN INTO ACCOUNT, FOR EXAMPLE, THE BUILDING REGULATIONS, THE PARTY WALL ETC. ACT, THE COUNTRYSIDE ACT, PROPERTY OWNERSHIP, RIGHTS OF LIGHT AND LISTED BUILDING CONSENT

cont'd

- EGN 1.4 PLANNING APPLICATIONS RELATING TO PROPERTIES SITUATED IN A CONSERVATION AREA MUST BE FULLY DETAILED SO AS TO ALLOW THE IMPACT OF THE DEVELOPMENT ON THE CHARACTER AND APPEARANCE OF THE AREA TO BE FULLY APPRECIATED.
- EGN 1.5 LISTED BUILDING CONSENT APPLICATIONS MUST FULLY SPECIFY AND DETAIL BOTH INTERNAL AND EXTERNAL WORKS
- EGN 1.6 THE IMPACT OF CONSTRUCTION ACTIVITY ON OTHER PEOPLE SHOULD BE ASSESSED AT AN EARLY STAGE AND ALL REASONABLE MEASURES TO MINIMISE THE IMPACT OF THE BUILDING WORK ON NEIGHBOURS AND VISITORS TO THE AREA MUST BE IMPLEMENTED

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GENERAL PRINCIPLES & CONSIDERATIONS

The most important consideration is usually the design of the extension and the effect it would have on the appearance of the house and street. The effects on the amenity of the occupants of the adjoining buildings may also be relevant, but this can only be judged on the merits of each case.

All houses, of any period, have a special character of their own. Each street also has its own character and this can be harmed by insensitive alterations to a single house. All new developments should be sensitive to and compatible with the character of the individual dwelling and its setting. Thus most house extensions should be designed to appear as far as possible as part of the original building. Similarly there should be a consistency of architectural detailing to reinforce the concept on which the original design was based.

The following general considerations are not listed in order of importance, but indicate the factors that will be considered in determining a planning application.

EXTENSIONS GUIDANCE NOTE 2

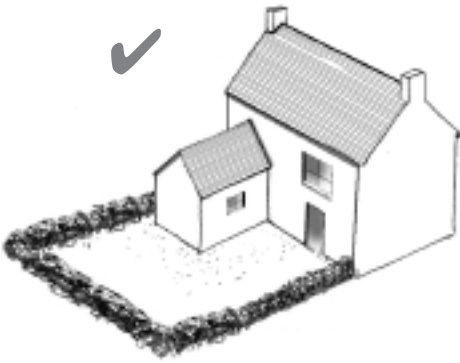
IN DEALING WITH PLANNING APPLICATIONS THE COUNCIL
WILL TAKE THE FOLLOWING CONSIDERATIONS INTO ACCOUNT

- EGN 2.1 ALL PROPOSALS SHOULD RESPECT THE ARCHITECTURAL INTEGRITY OF THE ORIGINAL BUILDING AND THE CHARACTER OF THE AREA
- EGN 2.2 THE LOCATION, ASPECT, SIZE, PROJECTION AND MASSING OF THE PROPOSAL
- EGN 2.3 THE DETAILED DESIGN AND MATERIALS USED
- EGN 2.4 LOSS OF LIGHT AND AMENITY TO ADJACENT OCCUPIERS
- EGN 2.5 PRIVACY
- EGN 2.6 THE NEED TO PROVIDE ACCESS FOR DISABLED PERSONS

3

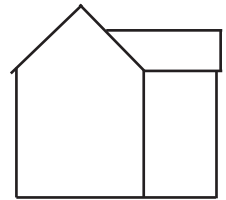
REAR EXTENSIONS

Wherever possible, extensions should be carried out at the rear or least important elevation of properties. The form of existing rear extensions varies from building to building. However any extension should be in scale with the building and the space around it. The height and form of any extension should always be in keeping with the building and its setting. Care should be taken not to disfigure buildings or upset their proportions by the addition of disproportionately large rear extensions.



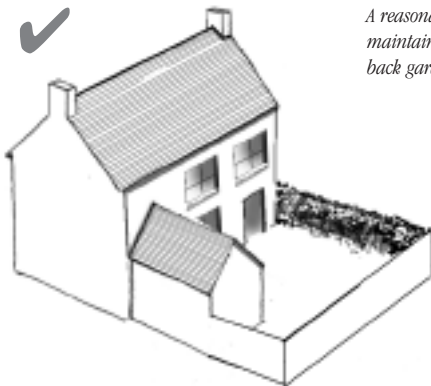
The size of the extension should respect the scale of the original house in order to prevent it becoming an unduly obtrusive element in the appearance of the dwelling.

A figure of 3.0 metres is considered to be a maximum depth for two storey rear extensions. However, this figure is purely a guideline and is subject to assessment on site by the case officer. Single-storey extensions may be constructed on the boundary in appropriate circumstances, particularly on terraced houses. However in some circumstances the practicalities of maintenance may necessitate extensions being sited off the boundary to allow for overhanging eaves and guttering.

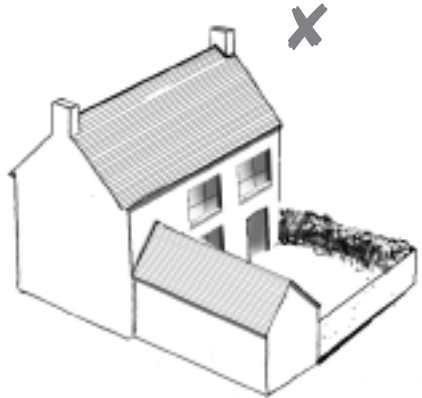


3 metres

Two storey rear extensions of up to 3 metres from the original dwelling will normally be acceptable for semi-detached and terraced dwellings.



A reasonable ratio should be maintained between extensions and back gardens.



EXTENSIONS GUIDANCE NOTE 3

REAR EXTENSIONS MAY BE ACCEPTABLE WHERE:

- EGN 3.1 THEY DO NOT CAUSE UNACCEPTABLE REDUCTIONS IN DAYLIGHT OR MATERIALLY AFFECT THE RESIDENTIAL AMENITIES ENJOYED BY THE ADJOINING PROPERTIES
- EGN 3.2 THEY FOLLOW THE FORM AND PATTERN OF EXISTING REAR EXTENSIONS IN THE VICINITY IN TERMS OF DEPTH, WIDTH, HEIGHT AND DETAILED DESIGN, WHERE A CLEAR PATTERN EXISTS
- EGN 3.3 EXTENSIONS TO THE REAR OF PROPERTIES SHOULD MAINTAIN A REASONABLE EXTENSION / BACK GARDEN RATIO
- EGN 3.4 SINGLE STOREY REAR EXTENSIONS OF UP TO THREE METRES IN DEPTH FROM THE ORIGINAL DWELLING WILL NORMALLY BE ACCEPTABLE FOR SEMI-DETACHED AND TERRACED BUILDINGS

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SIDE EXTENSIONS

Often the character of an area is derived from the spaces between buildings in addition to the dominant architectural form of the dwellings themselves. Normally, housing layouts when originally conceived were designed to have sufficient space left between and adjacent to dwellings, for the occupiers of every property to enjoy a satisfactory measure of spaciousness about their home. Care should be taken not to block the gap between the buildings thereby disrupting the rhythm of spaces between houses. Extensions that substantially fill that space can destroy the harmony and spatial relationship that characterised the original layout. This can be particularly the case

between pairs of semi-detached houses in an otherwise uniform street layout, where a break in the regular pattern can adversely affect the character of the street. Gaps between terraces and individual buildings are often

planned when the buildings were originally designed, particularly in Victorian and Edwardian parts of the City, and are important features that contribute to the open character of a residential area. In these cases it is important that side extensions do not detract from the spaces between the buildings.



Side extensions should avoid substantially infilling the space between a property and its neighbour.

Side extensions may have an unfortunate effect in unbalancing an otherwise symmetrical elevation of a terrace, detached or semi-detached property. In extensions to semi-detached buildings with a strong sense of symmetry in their design (particularly older pre-war semi-detached properties) it is important that side extensions are not of a scale that would disrupt this symmetry. Otherwise the visual imbalance that can result can be detrimental not only to the pair of buildings but to the street scene as a whole.

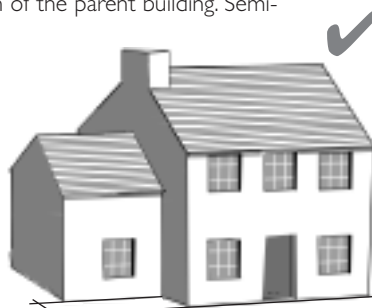
The result of constricting the spacing between buildings can disturb the pleasant rhythm that characterises the street scene and eventually lead to a cramped form of development. In order to prevent an appearance of terracing, sufficient space between properties should be retained. In order that a side extension can be built and maintained a distance of one metre should be left between the extension and the side boundary. This gap will have the added advantage of reducing the effect of the extension on the neighbouring house. A smaller gap would result in an unsightly and inaccessibly narrow strip of land. Consideration should be given to adjoining owners who may wish to extend in a similar manner in the future.

The size of the extension should respect the scale of the original house in order to prevent it becoming an unduly obtrusive element in the design. This is particularly important in the case of two-storey extensions. Ideally, both single and two storey extensions should not extend to the full depth of the house.



Unsympathetic extensions can disrupt the symmetry of a property (above). A carefully designed extension can ensure the scale and character of the original building is maintained (right)

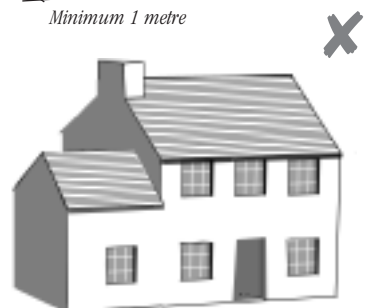
As a general measure, a set back will help overcome the problem of bonding old and new brickwork as it is not always possible to achieve a perfect match with faced work. It also allows for the side extension to appear subordinate to the parent buildings. A minimum set back of one metre should be allowed to achieve a satisfactory relationship between the old and the new building. In circumstances where a two-storey extension is being proposed, a greater set back should be allowed in order to reduce the impact on the extension of the parent building. Semi-detached buildings require a greater set back, which is necessary in order to reduce the harmful effect upon the symmetry of the pair of buildings.



Some properties in the city display architectural detailing on the flank elevations in the form of dummy windows, decorative brick detailing and attractive landing windows. Obscuring such details would have a detrimental effect on the appearance of the building and can be cumulatively harmful to the character of the area.

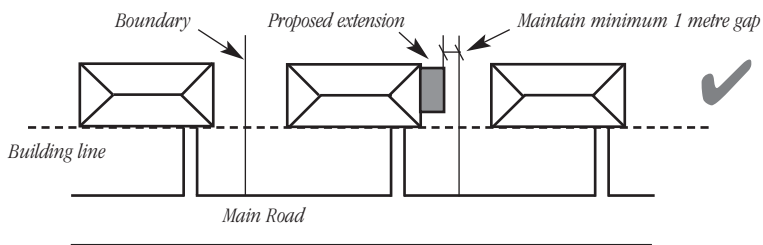
Many properties in the borough have access to the rear of the properties via a side passageway. It is important that such access should not be impaired by any form of side extension.

A gap of at least one metre should be provided between a side extension and an adjoining property or boundary so as to allow access to the rear of the principal building and also to facilitate maintenance of the extension and the principal building.

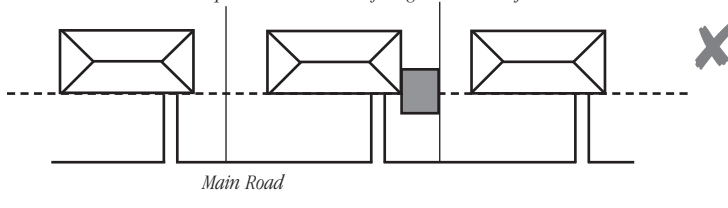


Side extensions should be set back from the original building. This will help to lessen the impact of bonding new and old materials and prevent the creation of long monotonous facades.

On-site car parking lost to accommodate an extension will need to be replaced elsewhere on the site or a justification given as to why the reduction in car parking is acceptable.



Side extensions should be set back from the original building. This will help to lessen the impact of bonding new and old materials and prevent the creation of long monotonous facades.



Side extensions should lie behind the established front building line of the street (top). Extensions in front of this line will have an adverse effect upon the appearance of the area.

EXTENSIONS GUIDANCE NOTES 4

SIDE EXTENSIONS SHOULD NOT

- EGN 4.1 BE OUT OF SCALE WITH THE DWELLINGS TO WHICH THEY RELATE
- EGN 4.2 BE FLUSH WITH THE FRONT ELEVATION OF THE PROPERTY, BUT SHOULD ALLOW AT LEAST A ONE METRE SET-BACK
- EGN 4.3 SUBSTANTIALLY INFILL THE SPACE BETWEEN THE PROPERTY AND ITS NEIGHBOUR
- EGN 4.4 BLOCK OR DIMINISH A SIGNIFICANT GAP
- EGN 4.5 DISRUPT THE ARCHITECTURAL SYMMETRY OF A BUILDING OR GROUP OF BUILDINGS TO WHICH IT RELATES
- EGN 4.6 BREACH THE ESTABLISHED FRONT BUILDING LINE
- EGN 4.7 OBSCURE ARCHITECTURAL DETAILING ON FLANK ELEVATIONS
- EGN 4.8 IMPAIR ACCESS TO THE REAR OF THE PROPERTY OR ADJACENT PROPERTIES
- EGN 4.9 REDUCE ACCESS TO THE REAR OF THE PROPERTY TO A WIDTH OF LESS THAN ONE METRE
- EGN 4.10 RESULT IN THE LOSS OF CAR PARKING SPACE

5

PORCHES/FRONT EXTENSIONS



A front porch is a common feature on the front elevation of many houses, regardless of the age, style and character of the building. A porch may be normally built without planning permission if it falls within the provisions of Schedule 2 of the General Permitted Development Order 1995. Poorly designed porches can significantly detract from the appearance of a building. It is important that the porch should be in scale with the parent building and be constructed using matching materials and respectful of the architectural style.



Front extensions are usually very prominent within the street scene, and are therefore capable of harming the general character and appearance of the street scene. Consequently, front extensions will not be acceptable in principle, and where they are appropriate will need to be carefully considered. However, in certain circumstances an identical linked ground floor extension on a modern pair of semi-detached houses may be acceptable. This might also be the case in low density areas where detached dwellings have irregular building lines and do not form part of a uniform design with adjacent properties.



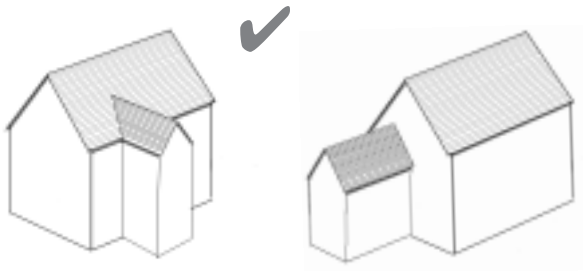
EXTENSIONS GUIDANCE NOTE 5

- EGN 5.1 FRONT EXTENSIONS WILL ONLY BE ACCEPTABLE UNDER THE CIRCUMSTANCES DESCRIBED ABOVE
- EGN 5.2 PORCHES SHOULD BE IN SCALE AND CHARACTER WITH THE PARENT BUILDING
- EGN 5.3 PORCHES SHOULD BE DESIGNED TO INTEGRATE WITH THE PARENT BUILDING UTILISING MATCHING MATERIALS

Porches should be of a scale and design consistent with the original building (top). The use of conflicting materials (middle) or designs inappropriate to the existing house (bottom) should be avoided.

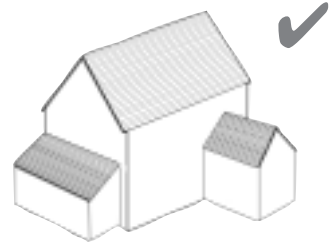
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ROOF FORM



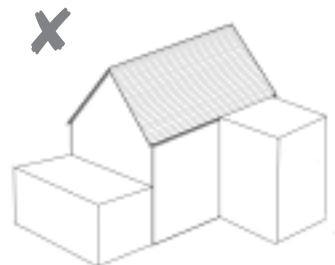
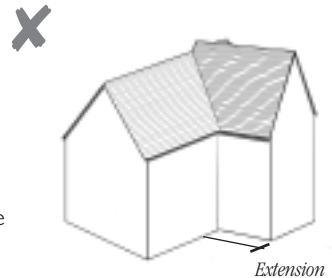
These diagrams highlight appropriate forms of roof extension, each reflecting the character of the existing building.

Roof form is an important factor in achieving a visually acceptable extension. Buildings mixing pitched and flat-topped shapes will lack unity. It is important that extensions integrate with the parent building by adopting a matching roof profile wherever appropriate, including roof pitch and materials



Examples of inappropriate roof extensions are highlighted below.

The pitched roof is a reliable long term solution which avoids the maintenance problems associated with flat roofs. Two-storey side extensions with flat roofs will not be acceptable where the original building has a pitched roof. In some circumstances, however; single-storey flat roofs are acceptable, for example where the dwelling has a horizontal emphasis or existing flat roof. Acceptability of flat roofs generally depends on detailed design.



Where the pitched roof of an extension connects into the main roof of the existing building the new roof should be subservient to the existing roof and should be of the same pitch. Extensions also depend upon minor features such as eaves and parapets to blend into the existing scheme. These kinds of features should reinforce and not detract from the character of the overall building. Care should be taken to preserve the characteristic features of the roof such as chimneys, chimney pots, the external expression of party walls and variations of roofline and pitch. Where necessary chimney stacks should be extended in height to relate to the roof extensions, and chimney pots replaced.

Matching roofing materials are an important factor in ensuring that the extension successfully integrates with the parent building.

EXTENSIONS GUIDANCE NOTE 6

- EGN 6.1 THE ROOF FORM OF EXTENSIONS SHOULD MATCH THAT OF THE PARENT BUILDING
- EGN 6.2 THE ROOF OF A TWO-STOREY EXTENSION SHOULD BE SUBSERVIENT TO THE MAIN ROOF OF THE BUILDING
- EGN 6.3 ROOFLINE FEATURES AND STRUCTURES SUCH AS PARTY WALLS, CHIMNEY STACKS AND CHIMNEY POTS SHOULD BE RETAINED WHEREVER POSSIBLE

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ROOF EXTENSIONS, ROOFLIGHTS AND DORMERS

Roof extensions, as opposed to dormers, are rarely acceptable due to their bulk and horizontal proportions.

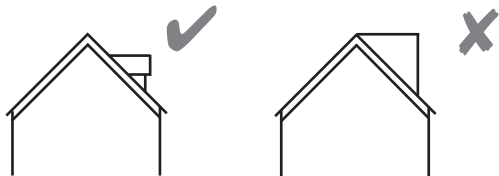
Converting the roof space, if the headroom is sufficient, is a common way of providing extra living accommodation in a dwelling. However the proportions of many roofs are not sufficiently generous to accommodate a dormer extension without creating problems of appearance. Thus if possible it is better to avoid dormers and use a rooflight. Insertion of a window in the gable wall is another alternative provided that it does not affect the privacy of adjacent properties.



A large roof extension can have a significant impact on its surroundings.

A dormer window is a vertical window projecting through a sloping roof, with either a flat or pitched roof. Dormers should appear as an integral part of the roof with the same pitch. Dormers would be unacceptable on the hipped side of a roof. Dormers with a horizontal emphasis and flat roofs should be avoided. Pitched dormers with a hip, or pent-roofed dormers are usually acceptable if the scale is not obtrusive.

A dormer window should be set within the roof slope and not be too close to either the ridge or the eaves in order to create a balanced appearance.



Dormers should be set well below the ridgeline of the main roof and set back from the main face of the existing building



Dormers should respect the character of the existing building. A badly designed dormer window will appear obtrusive and detract from the character of the main building.

In many situations a rooflight is preferable to the insertion of a dormer window. However the installation of rooflights is a relatively modern development. The visual continuity of rooflines, such as in a row of terraced houses, can easily be upset by the indiscriminate use of modern rooflights. The amount of light transmitted into a room by a rooflight is much greater than that of a window of similar area. This fact is not well understood and can result in the installation of a much larger size rooflight than is necessary for adequate lighting.

Wherever possible the insertion of rooflights should be limited to rear or secondary elevations. This is especially the case in conservation areas. In conservation areas, where the insertion of rooflights cannot be avoided, the rooflight should be of the low profile 'conservation' type and should be of the minimum size appropriate to the room it serves.

Any work affecting a roof may have significant negative impacts on protected species and species of conservation concern, such as bats, barn owls, swallows and house martins. The Countryside Council for Wales should be consulted for advice prior to works commencing on buildings where bats or barn owls are present.

EXTENSIONS GUIDANCE NOTE 7

EGN 7.1 ROOF EXTENSIONS WILL NOT BE ACCEPTABLE IN CIRCUMSTANCES WHERE COMPLETE TERRACES OR GROUPS OF BUILDINGS HAVE A VISIBLE UNALTERED ROOFLINE

DORMERS SHOULD NORMALLY:

- EGN 7.2 BE LOCATED ON THE REAR OR SECONDARY ROOF PITCH OF THE BUILDING WHEREVER POSSIBLE
- EGN 7.3 BE OF THE MINIMUM HEIGHT AND WIDTH POSSIBLE IN ORDER TO REDUCE THEIR OBTRUSIVENESS
- EGN 7.4 BE SET WELL BELOW THE RIDGELINE OF THE MAIN ROOF AND SET BACK FROM THE MAIN FACE OF THE EXISTING BUILDING

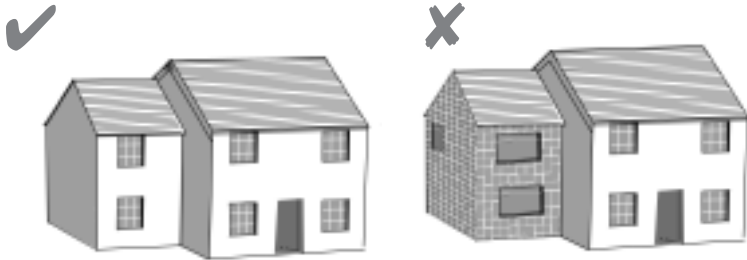
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- EGN 7.5 HAVE AN ACCEPTABLE RELATIONSHIP WITH THE EXISTING WINDOWS AND DOORS OF THE MAIN ELEVATION IN TERMS OF STYLE, PROPORTION AND SPACING
- EGN 7.6 HAVE MATERIALS AND FEATURES THAT MATCH AND ARE IN SYMPATHY WITH THE EXISTING ROOF; AND,
- EGN 7.7 RESPECT THE ARCHITECTURAL CHARACTER OF THE NEIGHBOURHOOD
- IN ADDITION:
- EGN 7.8 BOX-LIKE ROOF EXTENSIONS TO PITCHED ROOFS WILL NOT NORMALLY BE ACCEPTABLE
- EGN 7.9 WHERE POSSIBLE ROOFLIGHTS SHOULD BE RESTRICTED TO THE REAR OR SECONDARY ELEVATIONS OF A BUILDING
- EGN 7.10 IN CONSERVATION AREAS ROOFLIGHTS SHOULD BE OF THE LOW PROFILE TYPE
- EGN 7.11 ROOFLIGHTS SHOULD BE OF THE MINIMUM SIZE APPROPRIATE TO THE ROOM OR SPACE THAT THEY SERVE
- EGN 7.12 THE COUNTRYSIDE COUNCIL FOR WALES SHOULD BE CONSULTED FOR ADVICE PRIOR TO WORKS COMMENCING ON DWELLING HOUSES WHERE BATS, BARN OWLS, SWALLOWS OR HOUSE MARTINS ARE PRESENT

8

DETAILING

It is important that the design, detailing and materials used in an extension should respect those of the original building. In order to achieve continuity, arbitrary changes of materials should be avoided. An existing change of materials, for example, from load bearing brick on the ground floor to light frame on the first, may be a justification for a change of wall materials to be echoed in any extension.



Materials used in the construction of any extension should complement those used in the existing property. New windows should also reflect those in the original house in terms of design, positioning and size. Conflicting materials can lead to an unattractive appearance (above right).

Windows and doors make an important visual contribution to the residential character of a building or group of buildings. The over-fenestration of any extension should be avoided. Where possible, the styles and proportions of doors and windows should match those of the existing building. The use of different styles or proportions of windows in an extension relative to those of the main building will adversely affect the character of the property.

EXTENSIONS GUIDANCE NOTE 8

EGN 8.1 USE OF MATERIALS SHOULD BE COMPATIBLE WITH THOSE ON THE EXISTING BUILDING IN TERMS OF COLOUR, SHAPE AND TEXTURE

EGN 8.2 THE PROPORTION, DETAIL AND COMPOSITION OF NEW FENESTRATION SHOULD ALWAYS BE SYMPATHETIC TO THAT OF THE PARENT BUILDING

9

AMENITY

General

It must be remembered that an extension can seriously disadvantage a neighbour by

- (a) Loss of privacy
- (b) Reducing the level of daylight
- (c) Being overbearing in size and scale

It is therefore, necessary to control the scale and form of extensions to ensure neighbours' amenities are protected.

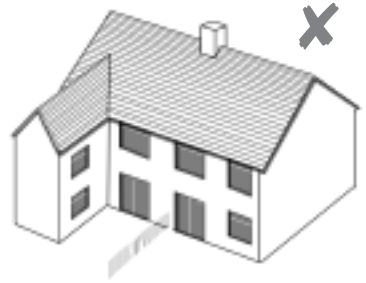
(a) Loss of privacy

Overlooking windows, balconies and roof terraces are rarely acceptable on privacy grounds. Many problems may also arise from two-storey extensions to semi-detached and terraced properties.

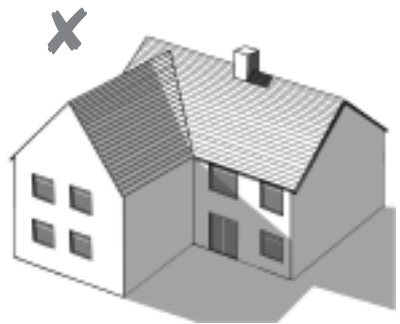
Where the principal windows of a proposed extension face the principal windows of a neighbouring property, there should be a minimum of 21 metres between principal windows to habitable rooms.

(b) Reducing the level of daylight

Extensions that obey the '45 degree rule' and the '25 degree rule' (see below) will normally be regarded as satisfactory in terms of maintaining an adequate level of daylight for adjoining properties. Drawings A - C explain the principles of the 45 & 25 degree rules.



The amenity and privacy of neighbours must be considered before undertaking any extension. Windows should not be placed where they look directly into the main rooms of other houses (top).

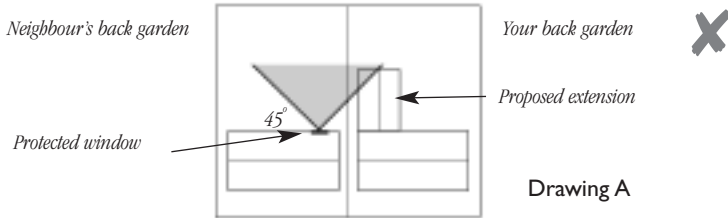


The quality of daylight enjoyed by neighbouring properties must be considered.

The 45 degree rule

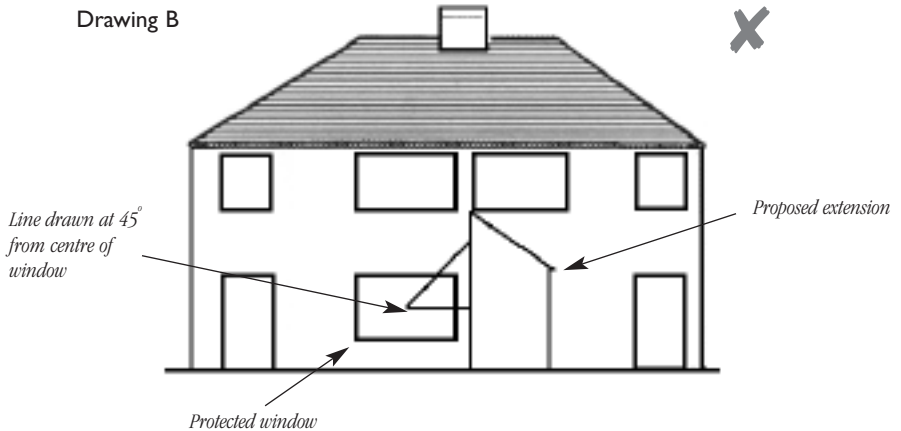
This rule applies to detached and semi-detached properties.

Firstly consider the plan layout of the proposed extension (see drawing A below). From the mid-point of a neighbour's protected window project two lines at 45 degrees from the centre of the window.



TEST 1 - the proposed extension should not project beyond the '45 degree line' into the neighbour's protected area.

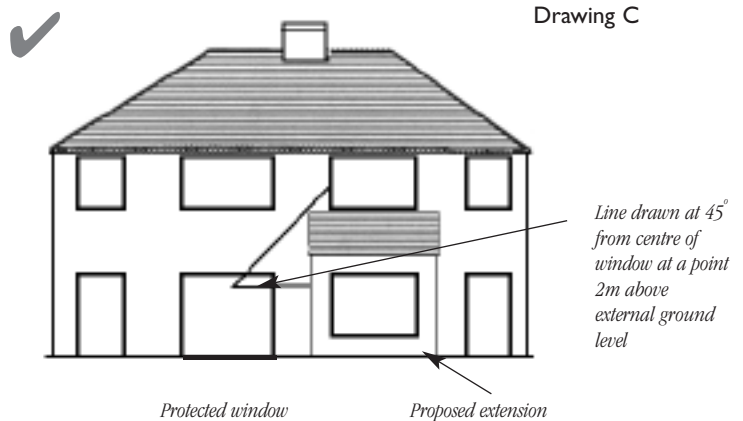
Secondly consider the elevation of the proposed extension (see drawing B below). From the centre of the neighbour's protected window draw a line at 45 degrees to the horizontal.



TEST 2 - no part of the proposed extension should encroach beyond this 45 degree line.

Extensions that fail both 'tests' will not be acceptable.

Note If the 'protected window' is a floor to ceiling window (e.g. patio doors) then the 45 degree line is drawn from a point on the horizontal centre of the window at 2 metres above ground level - see drawing C below.

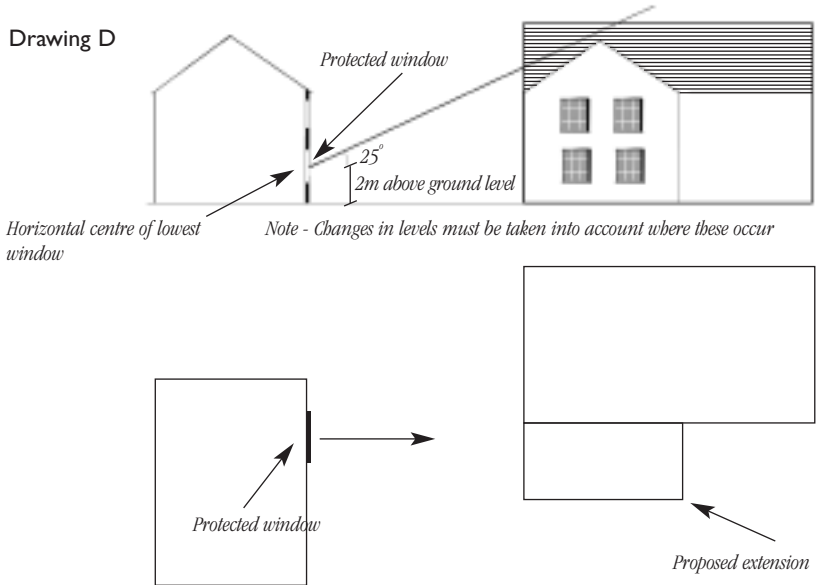


Note - if an extension has a lean to roof the height may be taken halfway along its slope

'The 25 degree rule'

From a point 2 metres above ground level at the horizontal centre of the protected window draw a line perpendicular to the window and at an angle of 25 degrees to the horizontal (see drawing D). If the proposed extension cuts this line then it is likely to interfere with the diffuse skylight enjoyed by the existing building. This being the case the proposed extension is unlikely to be acceptable.

Drawing D



Other considerations such as the orientation of the building and the slope of the ground will need to be taken into account when applying the above rules. Extensions that obey the 45 and 25 degree rules are less likely to be considered overbearing than those that do not.

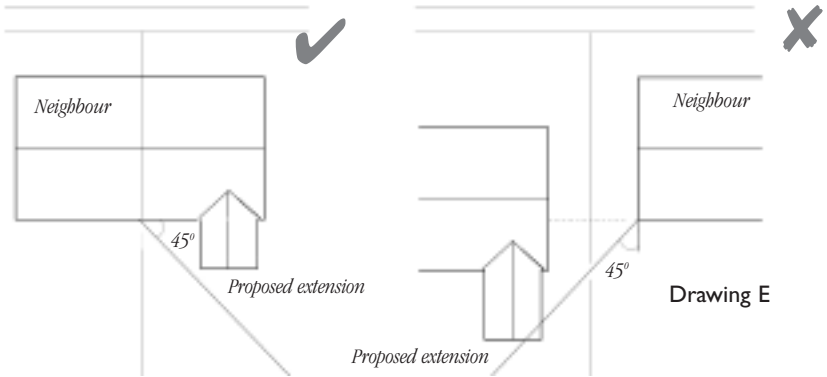
Terraced properties

The 45 and 25 degree rules are often not appropriate in the case of extensions to traditional Victorian terraced properties because the resulting rear extension would be of minimal size. It is thus intended that rear single storey extensions to this type of terraced property should not extend more than 6 metres from the main back wall (i.e. the wall supporting the main pitched roof) whilst first floor extensions should not project more than 3 metres.

(c) **Overbearing size and scale**

For terraced properties the criteria set out above should ensure that as well as protecting a neighbour's light the proposed extension is not overbearing.

For detached and semi-detached houses the rule is that two storey extensions (or greater) should not project rearwards beyond an imaginary plan line drawn at 45 degrees from the nearest corner of the main part of the neighbouring house - see Drawing E below.



The 45 degree rule for limiting the risk of overbearing from a two storey extension

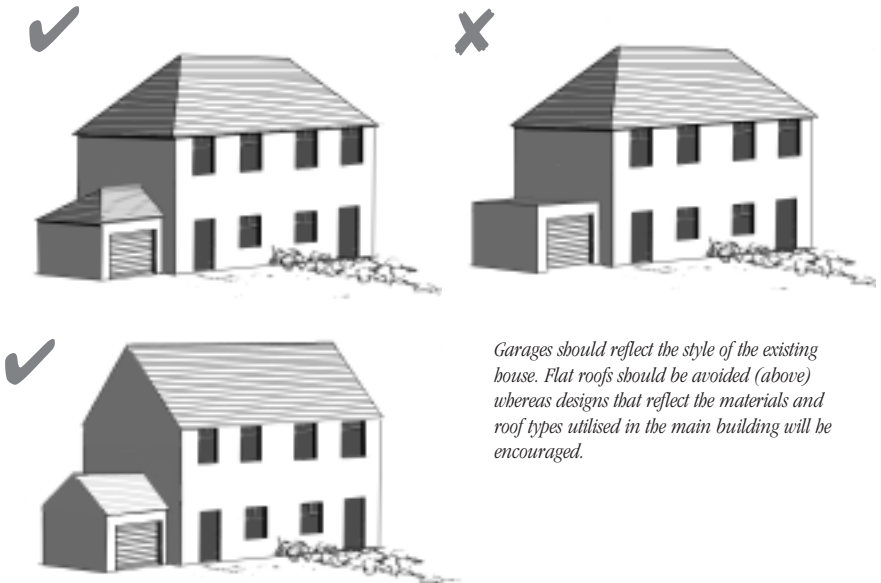
EXTENSIONS GUIDANCE NOTE 9

EGN 9.1 ALL EXTENSIONS MUST RESPECT THE PRIVACY AND AMENITIES ENJOYED BY THE OCCUPIERS OF NEIGHBOURING PROPERTIES

10 GARAGES

In some cases, garage extensions are preferable to building a detached garage. If set back, additional parking space can be created. The conversion of garage space into additional living accommodation may require particular attention regarding changes to the external appearance of the building and effects on reducing the amount of parking available.

Garages should form traditional shapes following that of the original building such as the lean-to at the side of a house, be built with matching materials and have the same roof slope as the main building.



Garages should reflect the style of the existing house. Flat roofs should be avoided (above) whereas designs that reflect the materials and roof types utilised in the main building will be encouraged.

EXTENSIONS GUIDANCE NOTE 10

EGN 10.1 THE DESIGN PRINCIPLES CONTAINED WITHIN THIS GUIDANCE WILL BE APPLIED TO GARAGES WHERE THEY ARE INCORPORATED AS AN EXTENSION TO THE DWELLING

11

REPLACEMENT EXTENSIONS

Circumstances where an unsightly structure is replaced by an extension which complies with the criteria specified in this document will normally be welcomed. However the replacement of single storey extensions by two storey extensions where no discernible visual improvements result would need to be considered in the context of individual circumstances and relevant guidance notes.



Applications to replace unsightly or inappropriate extensions with more suitable and visually improved designs will be welcomed



EXTENSIONS GUIDANCE NOTE 11

EGN 11.1 FAVOURABLE CONSIDERATION WILL BE GIVEN TO THE DEMOLITION AND REBUILDING OF AN OLDER EXTENSION WHERE THE PROPOSAL WOULD ENHANCE THE APPEARANCE AND CHARACTER OF THE DWELLING AND THE SURROUNDING AREA

12

SEPARATION

In some circumstances it may be appropriate to consider a linked extension. This form of extension may act as an effective visual foil for individually designed properties which are difficult to extend sympathetically. It is generally only appropriate for older detached dwellings set in large plots which have a distinctive character, style and detailing which it is not possible to reproduce or reflect. Thus large extensions to these dwellings would be better separated by a neutral link block which would enable the addition to express its own, albeit sympathetic, identity.

EXTENSIONS GUIDANCE NOTE 12

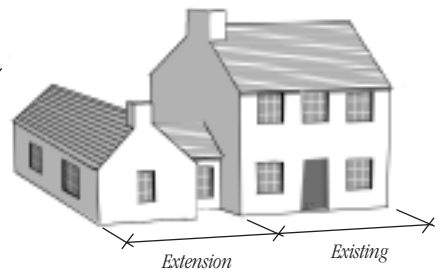
EGN 12.1 IN SOME CIRCUMSTANCES AN EXTENSION MAY BE MORE APPROPRIATE IF VISUALLY SEPARATED FROM THE MAIN BUILDING.

EGN 12.2 A LINKED EXTENSION SHOULD STILL MATCH THE MATERIALS AND ROOF SLOPE OF THE ORIGINAL DWELLING

EGN 12.3 LINKED EXTENSIONS SHOULD BE SUBORDINATE IN SCALE AND SITING TO THE 'PARENT' BUILDING



TOO DOMINANT



NOTES TO APPLICANTS

The Council will welcome discussions with prospective developers or their agents whether prior to planning applications being made or after their submission. In dealing with planning applications, the Council will have regard to all material considerations. The guidance contained in this document will be a material consideration. Before submitting a planning application, applicants are advised to discuss plans with neighbours and to check deeds of ownership.

Most extensions will require approval in respect of Building Regulations.

The Party Wall etc. Act requires a building owner who is proposing to undertake work to, or near to, a party wall to agree these works with the owner of the adjoining property. The requirements of the Party Wall Act should be taken into account at an early stage when considering the construction of an extension.

Appendix A

Useful Publications

British Standards Institute (1991) BS5837 'Guide to trees in relation to construction'.

Countryside Council for Wales 'Bats in roofs (a guide for building professionals)

Department of Transport, Local Government and the Regions / National Assembly for Wales (2000) 'A Householder's Planning Guide for the Installation of Satellite Dishes'

Gwent Wildlife Trust, 'Think Wildlife'

Newport City Council (2000) 'Repairs and Alterations to Listed Buildings: Supplementary Planning Guidance' (booklet)

Newport City Council (2005) 'What is a conservation area?' (leaflet)

Newport City Council (2005) Unitary Development Plan

Office of the Deputy Prime Minister (2002) 'The Party Wall etc. Act 1996: Explanatory Booklet'

Office of the Deputy Prime Minister (2003), 'Planning: A Guide for Householders' (booklet)

Office of the Deputy Prime Minister (2004) 'Building Regulations: Explanatory Booklet'

Office of the Deputy Prime Minister (2005) 'New rules for electrical safety in the home' (leaflet).

Appendix B

Conservation Areas in Newport

At the time of writing there are 15 conservation areas in Newport these are as follows

Beechwood Park Conservation Area
BelleVue Park Conservation Area
Caerleon Conservation Area
Clytha Conservation Area
Kensington Place Conservation Area
Lower Dock Street Conservation Area
Lower Machen Conservation Area
Monmouthshire and Brecon Canal Conservation Area
Redwick Conservation Area
Shrubbery Conservation Area
St Woolos Conservation Area
Stow Park Conservation Area
Town Centre Conservation Area
Tredegar Park Conservation Area
Waterloo Conservation Area

Information concerning these conservation areas can be found at the Council's web site **www.newport.gov.uk**

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South Wales
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