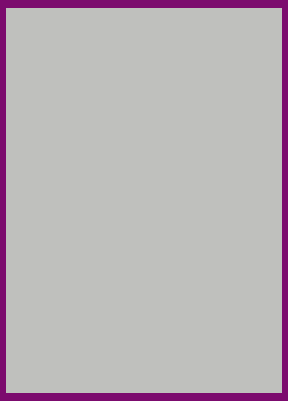
Lewisham local plan

Alterations and Extensions

Supplementary planning document

Draft December 2017



Councillor XXXX
Cabinet Member for XXXX

Foreword

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

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

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

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

CONTENTS

1 Introduction

1.1 Introduction

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

1.2 What is a supplementary planning document (SPD)?

1.2.1 A supplementary planning document (SPD) provides advice and guidance on the implementation of policies and proposals contained in Lewisham's development plan. SPDs form part of the Local Development Framework (LDF).

1.3 Why have an SPD on Alterations and Extensions?

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

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

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

1.3.4 This SPD aims to:

Encourage high quality design

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

Help you to prepare a successful planning application

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

1 Introduction

1.4 Who is it for?

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

1.4.2 The design guide should be read by:

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

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

1.5 Structure of the SPD

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

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

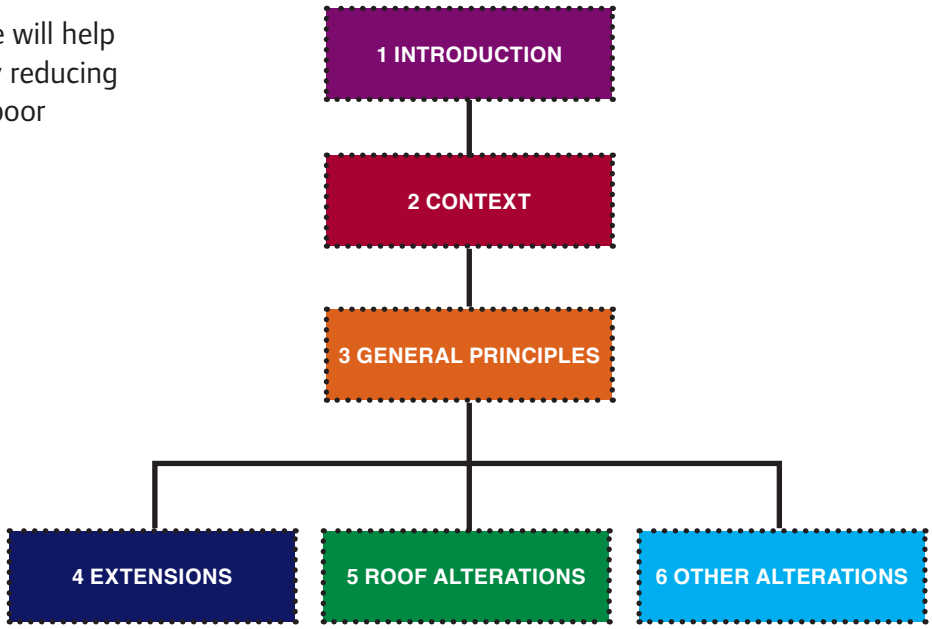


Fig 1.1: Structure of document

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

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

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

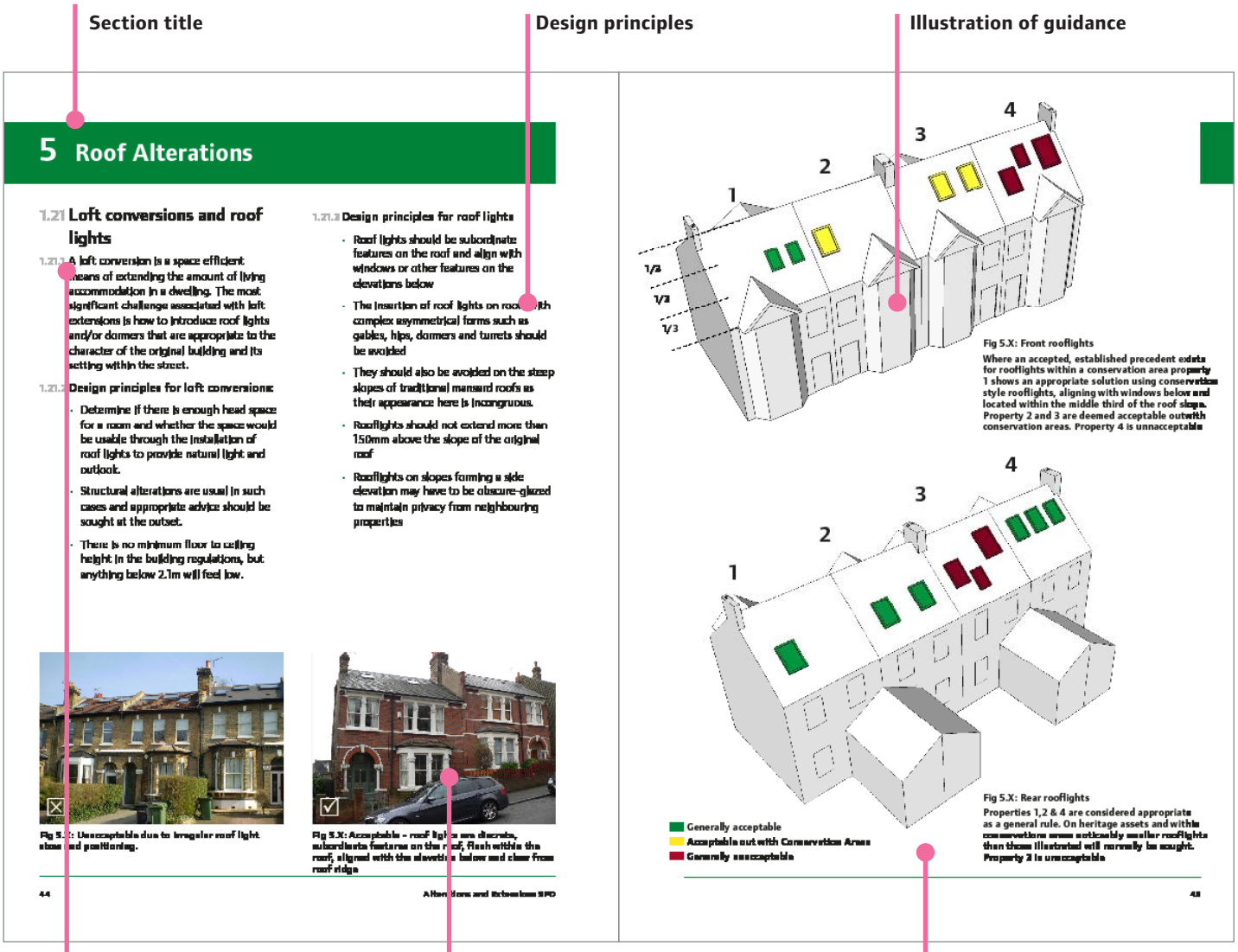


Fig 1.2: Typical page layout

2 Context

2.1 Introduction

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

2.2 A Brief History of development in the Borough

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

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

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

2.2.4 As London expanded, those who could afford to moved out of the capital and sought more spacious, light and sanitary surroundings. This trend began in the 16th century when merchants and wealthy artisans moved to country areas such as Hackney, Richmond and Chelsea. Sydenham and Blackheath provided grand houses for the gentry at locations such as Dartmouth Hill.

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

2 Context

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

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

Fig 2.1: Historic photo of Albury Street 1906

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

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

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

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

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

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

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

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

2 Context

2.3 The Residential (physical) Character of the Borough

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

Pre-1700

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

Georgian and Regency (1700 – 1840)

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

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

Fig 2.3: Pre 1700 cottages at Tanners Hill

Fig 2.4: Albury Street

Victorian (1840-1900)

2.3.5 The early period of Victorian housing development still reflected the Italianate style, which sought to give as much architectural importance to each house as to the group or terrace.

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

2.3.7 The railway network allowed the cheap transport of building materials and the introduction of mass-produced components. Slate from north Wales was mainly used on roofs as it was lightweight, inexpensive and hard wearing. Stucco render was still favoured and used on the Italianate villas off Lee High Road and in parts of Blackheath. This was time of ecletic styles and of wide variety. Larger house were often grand, they re-introduced red brick and architectural embellishments and sometime used features such as tutrets, bay windows and other motifs.

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

Fig 2.5: Mount Ash Road, Sydenham Hill

Fig 2.6: Vicars Hill

2 Context

Edwardian (1900-1914)

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

2.3.10 The Edwardian period set the tone for areas of planned street network (grid) which could be built out by different developers. A wide range of materials were used in houses: plaster; timber; lead; copper; red and yellow brick; and pebbledash. Roofs were often originally clay tile although these have often been replaced by red tiles.

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

Fig 2.7: Earlsthorpe Road, Sydenham

Inter-war (1919 -1939)

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

Fig 2.8: Inter-war housing

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

Post-war (1945 – 1960)

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

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

Fig 2.9: Lammas Green, Sydenham Hill

1960s and after

2.3.16 The latter part of the 20th century has seen a continued desire to experiment with new architectural and urban forms. A period of experimentation took place with system-built tower blocks, using pre-fabricated concrete components in the modern international style taking their place alongside lower-rise developments and conventional developments. Amongst the more daring projects was the Pepys Estate at Deptford, built by the LCC 1963-66 on former Royal Navy Yard. Long blocks linked by high level walkways were a feature of the scheme.

Fig 2.10: Pepys Estate at Deptford

2 Context

2.4 Conservation Areas

2.4.1 Lewisham has 27 conservation areas. Some are larger and complex, such as Blackheath, where others are small and cohesive such as Mercia Grove, Lewisham. Nearly all are predominantly residential, however commercial and retail uses animate centres in Blackheath, Deptford High Street and Forest Hill.

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

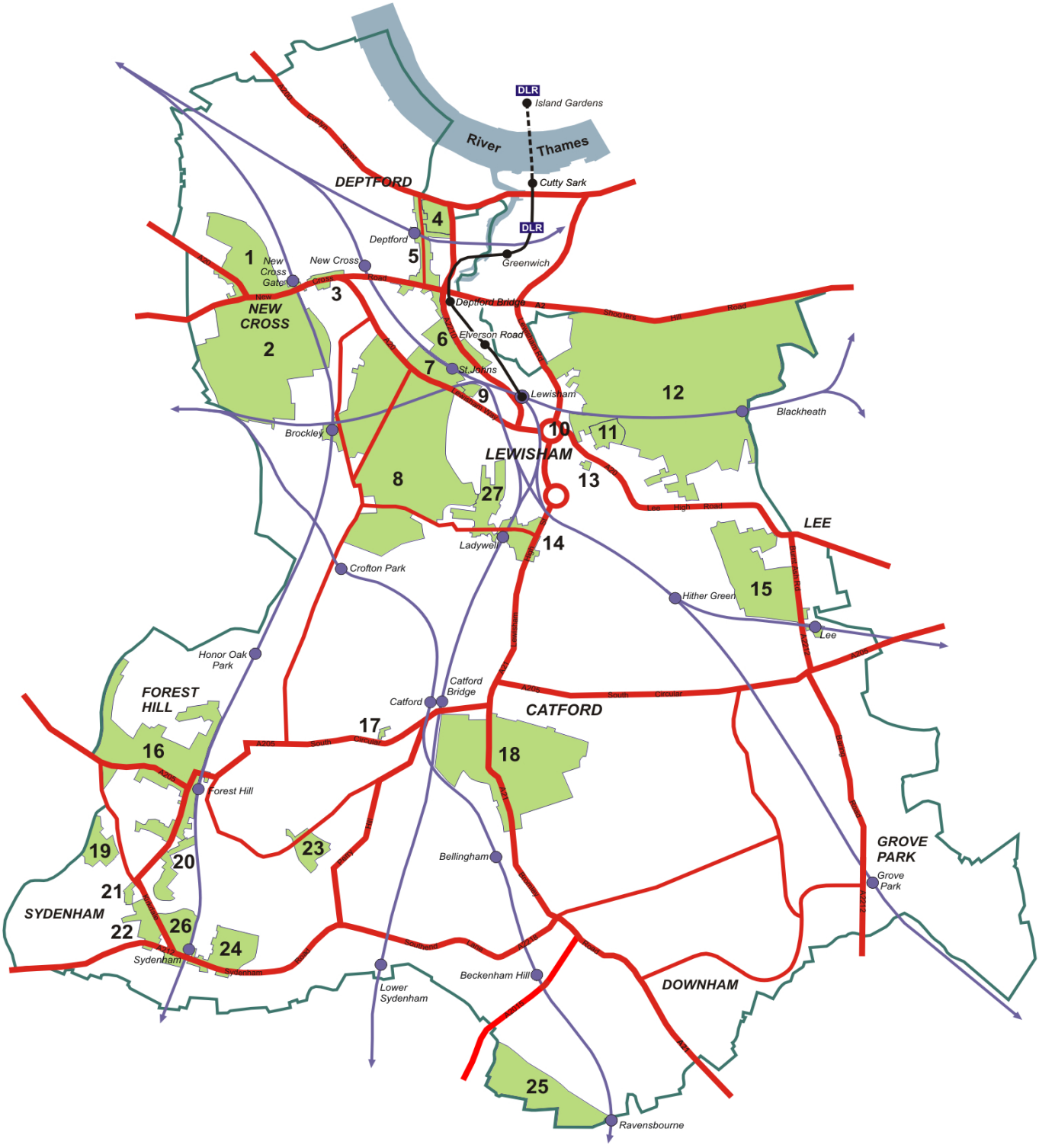
2.4.3 The basic presumption with all heritage assets (conservation areas, statutory listed buildings, locally listed buildings, registered landscapes, etc.) is to conserve their special interest. When assessing development affecting designated heritage assets, the Council has a duty to pay 'special regard' to protecting and preserving their special interest.

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

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

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

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



Conservation Areas

1. Hatcham
2. Telegraph Hill
3. Deptford Town Hall
4. St.Paul's
5. Deptford High Street
6. Brookmill Road
7. St.John's
8. Brockley
9. Somerset Gardens
10. St.Stephen's
11. Belmont
12. Blackheath
13. Mercia Grove
14. St.Mary's
15. Lee Manor
16. Forest Hill
17. Stanstead Grove
18. Culverley Green
19. Sydenham Hill/ Kirkdale
20. Sydenham Park
21. Halifax Street
22. Jews Walk
23. Perry Fields
24. Sydenham Thorpes
25. Beckenham Place Park
26. Cobb's Corner
27. Ladywell

Geographic Information & Researc

Fig 2.11: Conservation Areas 2016

3 General principles

Arbour House: nimtim architects

Image Credit: Elyse Kennedy

3.1 Introduction

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

3.2 Preparing a development proposal: first steps

Permitted development

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

3.2.2 Certain types of minor alterations and small extensions to your home will be covered by what is called permitted development rights.

3.2.3 Flats, houses converted into flats, maisonettes and listed buildings do not have permitted development rights and planning permission is always required.

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

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

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

Lawful development certificate

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

Create a brief

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

Employ an architect

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

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

3 General principles

3.3 Preparing a development proposal: planning considerations

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

Responding to the setting

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

Existing policies

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

Trees

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

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

Overshadowing

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

Overlooking

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

3.4 Preparing a development proposal: non planning considerations

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

Rights to light

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

Covenants and private rights

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

Party Wall Act

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

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

Building regulations

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

3 General principles

3.5 Preparing a development proposal: general design principles

Scale and form

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

High quality design

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

Respecting the original building and its setting

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

Considering neighbours

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

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

Daylight and sunlight

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

3.5.7 Useful guidance can be found from the Building Research Establishment (BRE) *Site Layout for Daylight and Sunlight – A Guide to Good Practice (1991)*. In particular the following minimum tests should be applied to avoid the unacceptable loss of daylight and/or sunlight resulting from extensions and alterations.

Daylight tests

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

- 45 degree rule.
- 25 degree rule.

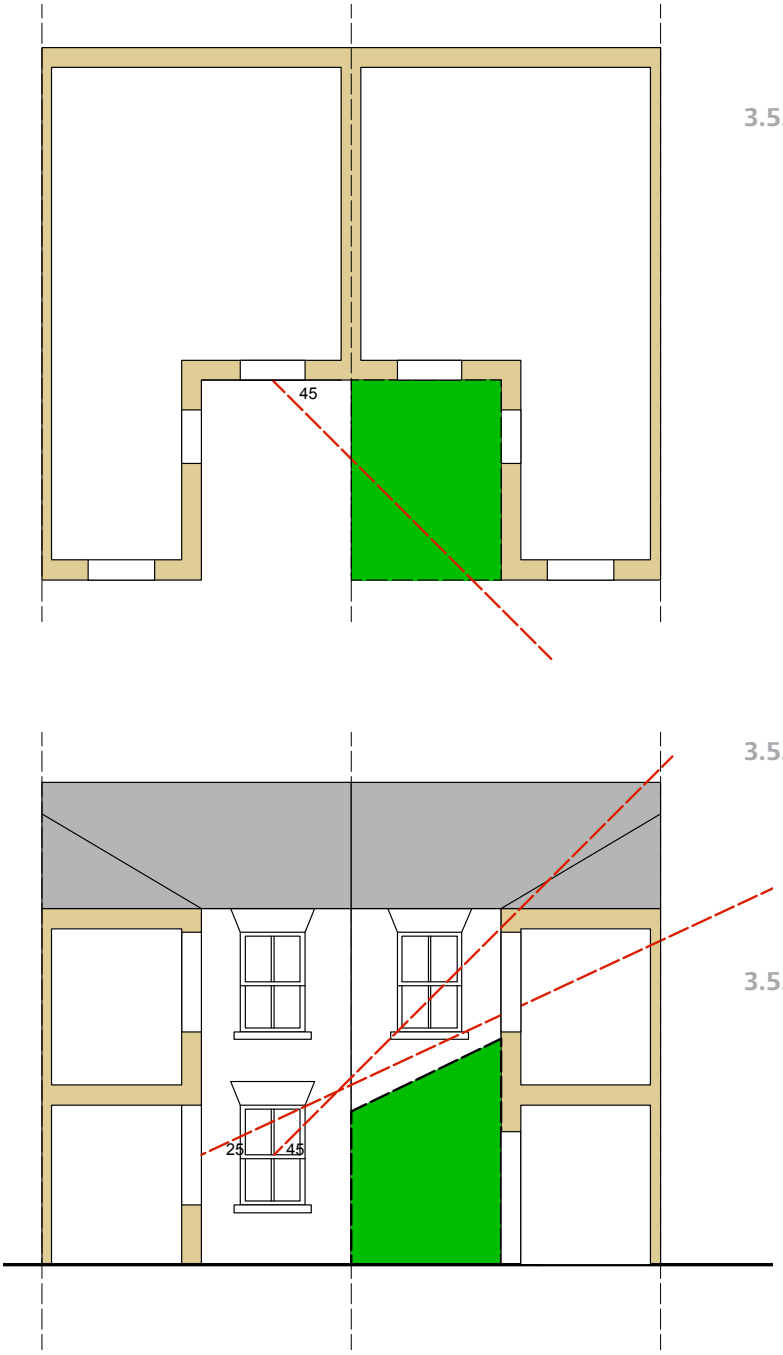


Fig 3.1: illustrative plan and section demonstrating daylight tests

45 degree rule

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

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

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

25 degree rule

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

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

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

3 General principles

Materials

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

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

3.6 Preparing a development proposal: pre-application consultation

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

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

3.6.3 To find out more about this service refer to the council website.

3.7 Preparing a development proposal: submission of proposals

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

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

4 Guidance on extensions

4.1 Introduction

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

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

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

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

Upland Rd: Gruff architecture & design

Image Credit: Ben Blossom

4 Extensions

4.2 Single storey rear extensions

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

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

4.2.3 **Design principles for rear extensions**

- Rear extensions (individually and cumulatively) should not take up more than half the depth of the original rear garden/yard to avoid the overdevelopment of sites.
- Where a pitched roof is proposed, the ridge height should be visibly lower than the sill of any first floor windows. (minimum of 2 or 3 brick courses)
- The acceptable height of your extension will depend on the depth proposed. You are encouraged to seek advice before submitting an application.
- Extensions should not overlook or have an overbearing or enclosing effect on adjacent properties by way of their height or depth.
- Diagram 3.1 in Section 3 p23 sets out a simple test to check the acceptability of extensions where they are close to neighbouring windows.
- Where side-facing windows are required for light, they should generally be high level or obscurely glazed to prevent the overlooking of neighbouring properties.
- It is unlikely to be possible to use the roof of your extension as a terrace unless it can be demonstrated that there would be no unacceptable impact to any neighbouring properties' privacy.

Fig 4.2: Unacceptable because the wrap around extension overwhlmes the original dwelling and impacts on the first floor windows.

Fig 4.3: This wrap around extension clearly disguishes itself from the host building

Peckham Rye: Gruff architecure & design

Image Credit: Gruff architecture & design

- The acceptable height on the boundary will depend upon a number of factors specific to its context: including the length of the extension; adjacencies; width of the neighbouring garden etc. This should also be informed by the daylighting test described adjacent and should avoid being overbearing on neighbouring properties.
- However as a general rule, extensions extending up to 3m in length should be no more than 2.8m in height on the boundary.
- Extensions which exceed this length and exceed a height of 2.5m on the boundary are unlikely to be supported.
- On semi-detached properties extensions should not extend beyond the main side walls of the host building except where an L shape form is proposed.
- L-shaped extensions which combine a single storey rear extension and a single storey side extension should not overdominate the original building. It is recommended that a path of at least 1m is maintained to provide access to the rear garden.
- Proposals of this nature should adhere to the guidance for both rear extensions and side extensions.

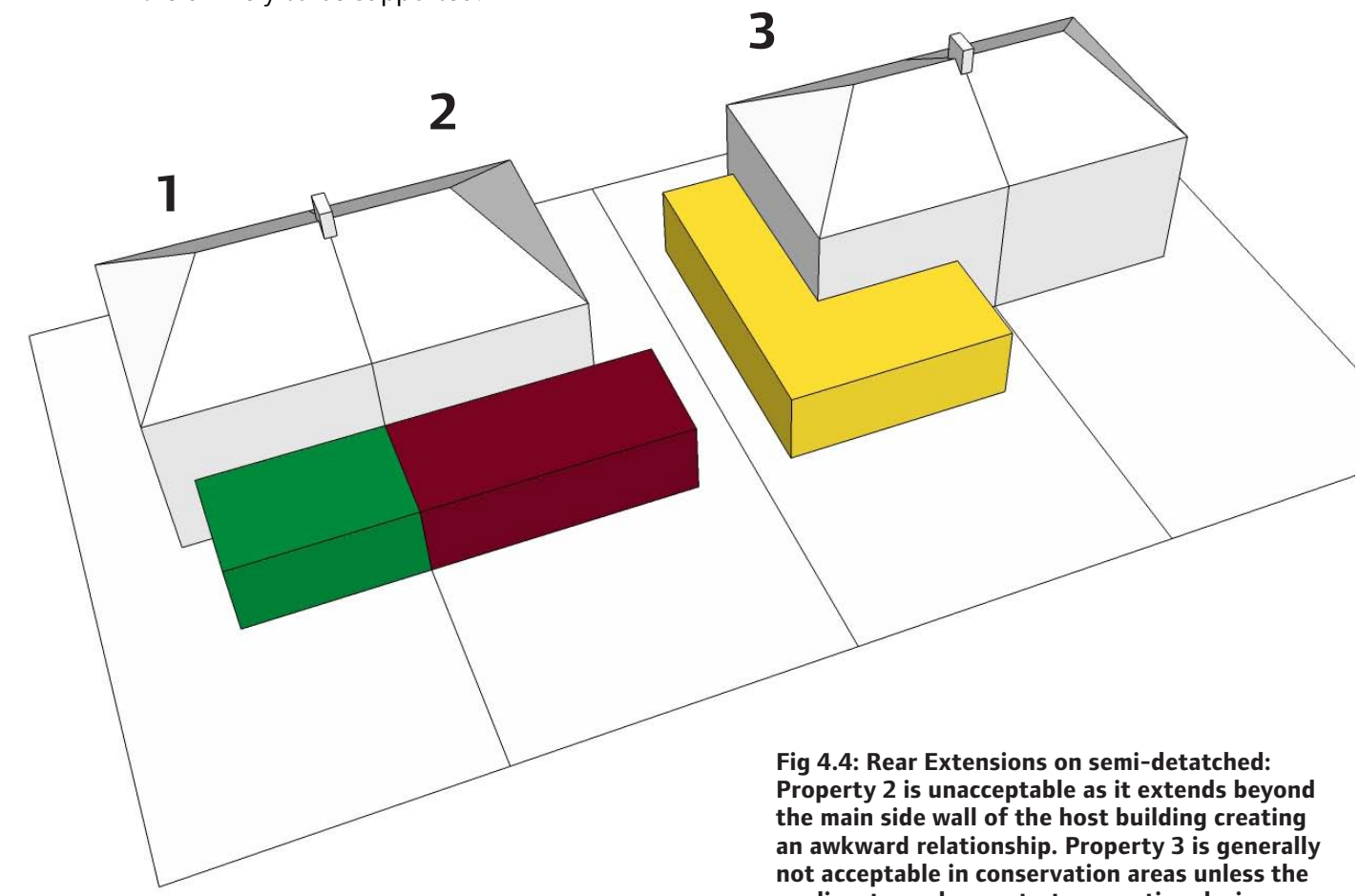


Fig 4.4: Rear Extensions on semi-detatched: Property 2 is unacceptable as it extends beyond the main side wall of the host building creating an awkward relationship. Property 3 is generally not acceptable in conservation areas unless the applicant can demonstrate exception design quality and that the integrity of the existing dwelling is maintained.

4 Extensions

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

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

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

Rear extensions should:

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

In conservation areas L shaped extensions on semi-detached properties, which combine a single storey rear extension and a single storey side extensions will only be considered where the applicant can demonstrate exceptional design quality.

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

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

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Fig 4.5: Unacceptable because the single storey rear extension is incongruous. This negatively impacts on the integrity of the original building form because it is too high, impacting on the first floor rear bay window

Fig 4.6: The extension clearly disguishes itself from the host building and has a positive relationship with neighbourhing properties

Wearside Rd: Gruff architecure & design

Image Credit: Adam Scott

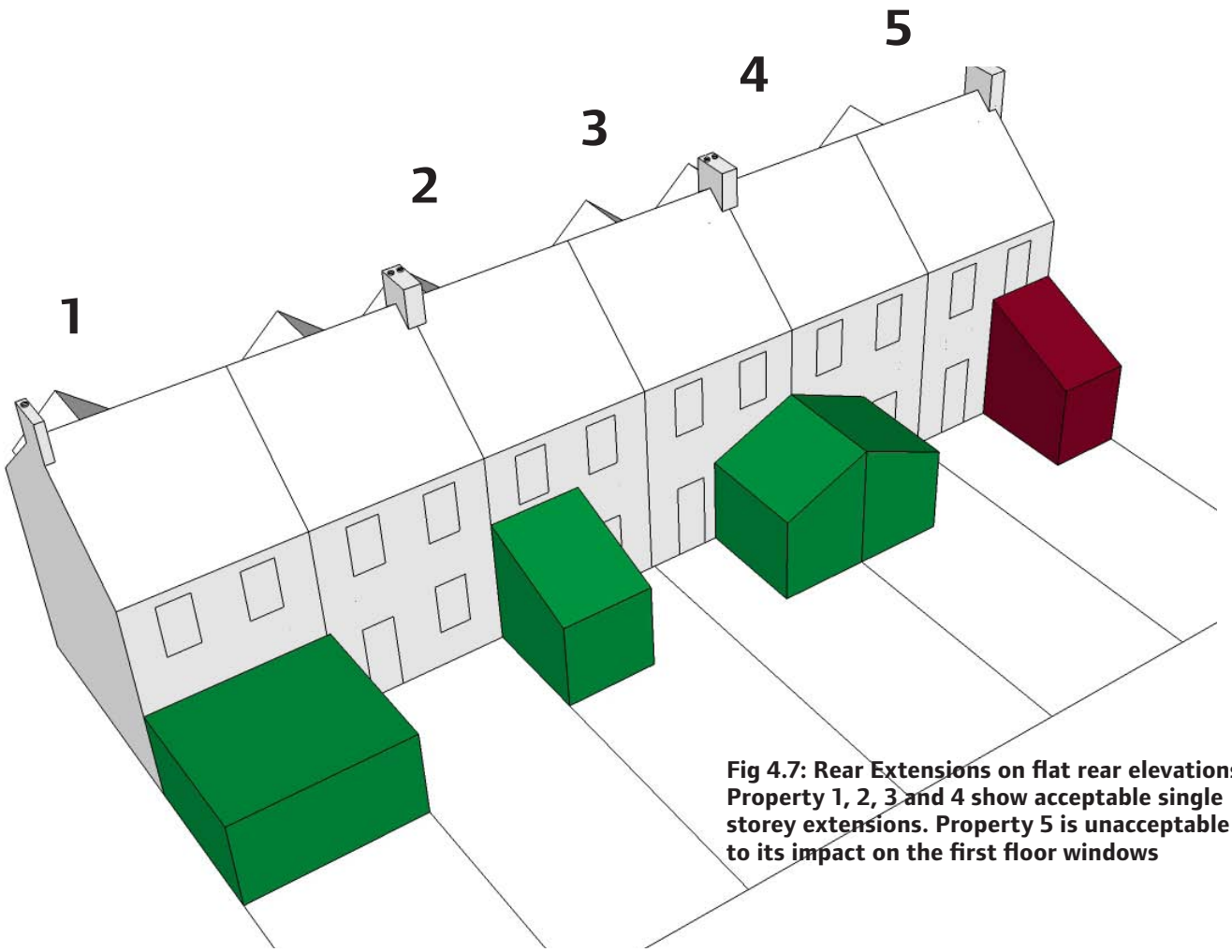


Fig 4.7: Rear Extensions on flat rear elevations: Property 1, 2, 3 and 4 show acceptable single storey extensions. Property 5 is unacceptable due to its impact on the first floor windows

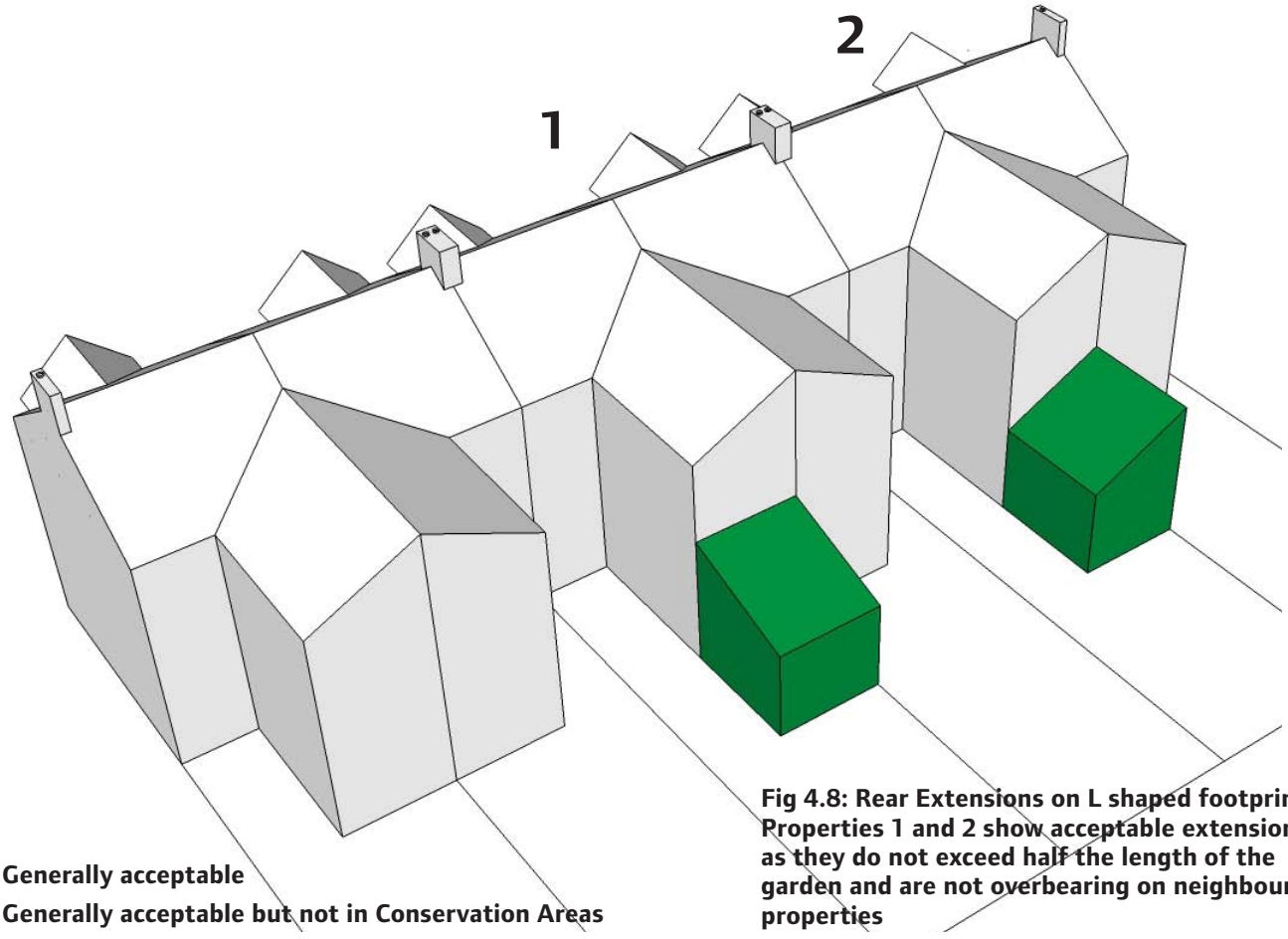


Fig 4.8: Rear Extensions on L shaped footprints: Properties 1 and 2 show acceptable extensions as they do not exceed half the length of the garden and are not overbearing on neighbouring properties

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

4 Extensions

4.3 2 storey rear extensions

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

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

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

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

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

4.3.6 **Additional guidance for conservation areas**

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

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

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

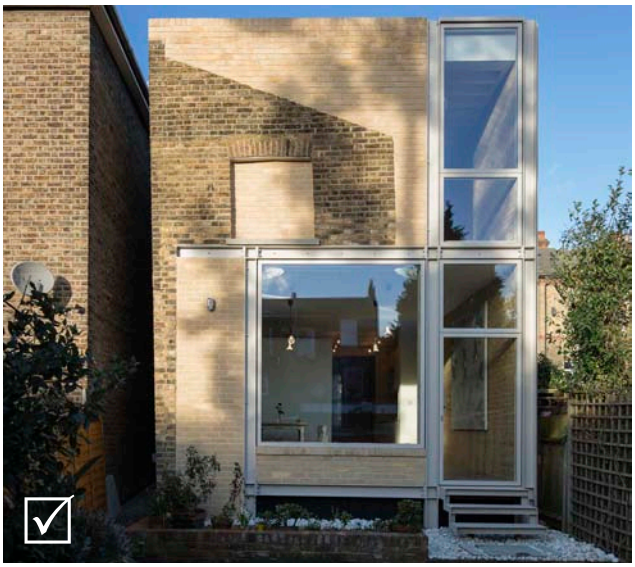


Fig 4.9: A well designed high quality, two storey extensions that enhances the host building.

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

4.4 Front extensions and porches

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

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

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

4.4.4 **Additional guidance for conservation areas**

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

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

Fig 4.10: Unacceptable because the front extension dominates the street elevation.

4 Extensions

4.5 Infill extensions

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

4.5.2 **General design principles**

- Extensions should be no more than one single storey in height.
- Extensions (individually and cumulatively) should not take up more than half the depth of the original rear garden/yard to avoid the overdevelopment of sites. In working out garden depth, outbuildings are taken into consideration (i.e. they will reduce the depth of the remaining garden).
- When planning a rear extension and where this involves a typical L-shaped terrace property, new designs should respect the original form of the existing building.

Single strorey infill extensions

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

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

- The design of the extension should be high quality and should either match or, if a contemporary design approach is taken, should complement the host property. The extension should always remain subordinate to the host property.
- Pitched roofs should not wrap around first floor windows and there should be at least the height of 2 to 3 bricks between the highest point of the roof of the extension and any first floor window in the host property.
- Single storey infill extensions can, if too high have a detrimental impact on neighbouring amenity, particularly in terms of sense of enclosure, daylight and outlook. Therefore it is important to ensure that the height proposed is justified and causes no or minimum impact.
- The height of infill or wrap around extensions will be dependent on the scale of the outrigger, width of the garden and depth of the proposed extension. As a general rule, extensions extending up to 3m in length should be no more than 2.8m in height, beyond that the height needs to be considerate of the impact of the adjacent property.
- Extensions which exceed 3m in length and exceed a height of 2.5m on the boundary are unlikely to be supported.
- Diagram 3.1 in Section 3 p21 sets out a simple test to check the acceptability of extensions where they are close to neighbouring windows.

4.5.5 **Additional guidance for conservation areas**

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

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

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

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

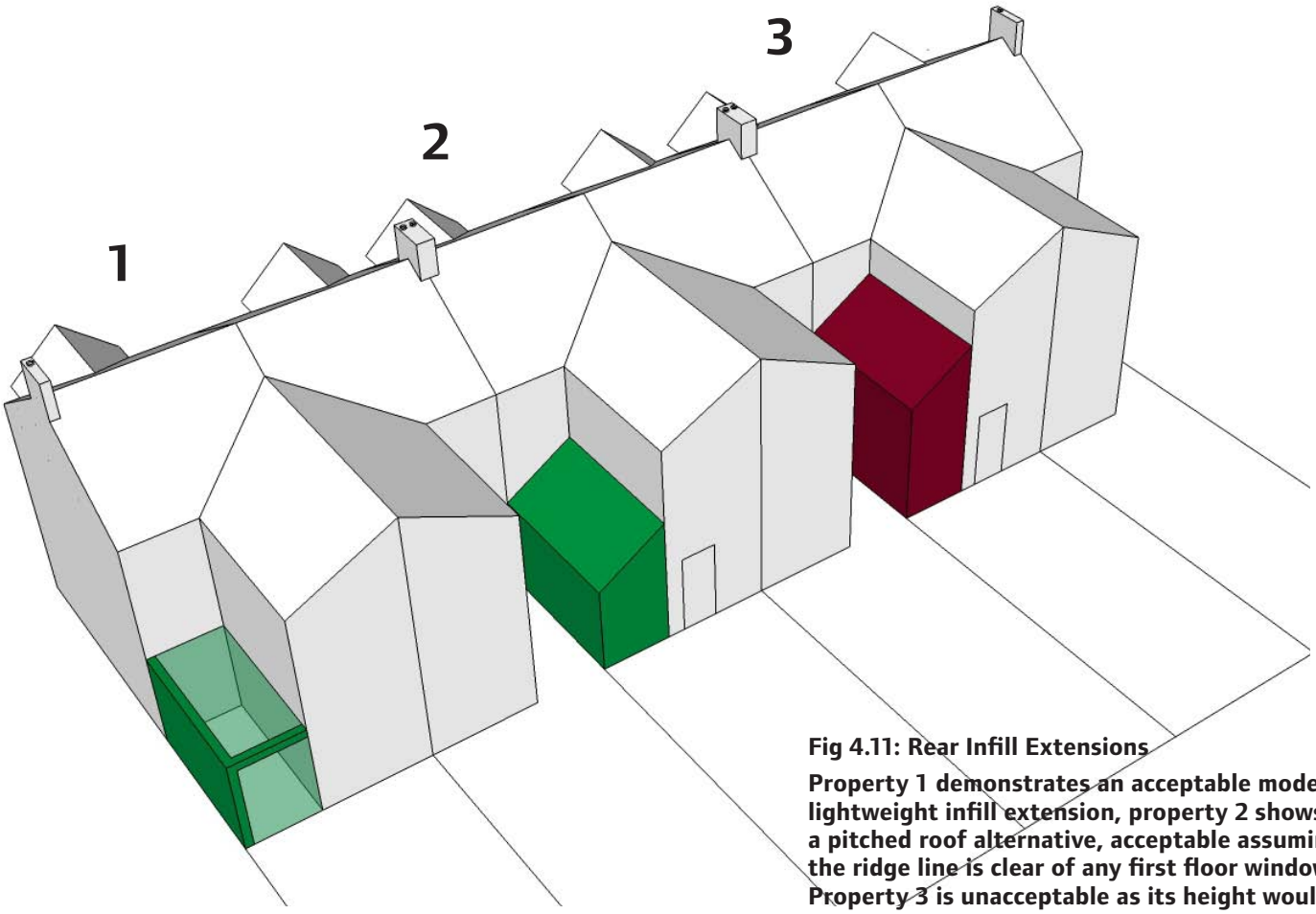


Fig 4.11: Rear Infill Extensions

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

Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

4 Extensions

Wrap around

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

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

4.5.8 **Design principles for wrap around extension**

- The design principles for infill extensions set out above also apply to wrap around extensions.
- Wrap around extensions should be clearly readable as additions and respect existing building form.
- These extensions are generally in excess of 3m in length and therefore the height on the boundary is a key consideration.

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

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

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

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

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

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

Fig 4.12: Poorly considered infill extensions can result in left over, narrow, external "corridor" spaces.

Fig 4.13: Infill extension that pitches to achieve an appropriate height on boundary.

Harefield Half: Gruff architecture & Design. Credit: adam Scott

- The height of infill or wrap around extensions will be dependent on the scale of the outrigger, width of the garden and depth of the proposed extension. As a general rule, extensions extending up to 3m in length should be no more than 2.8m in height, beyond that the height needs to be considerate of the impact of the adjacent property.
- Extensions which exceed 3m in length and exceed a height of 2.5m on the boundary are unlikely to be supported.
- Diagram 3.1 in Section 3 p21 sets out a simple test to check the acceptability of extensions where they are close to neighbouring windows.

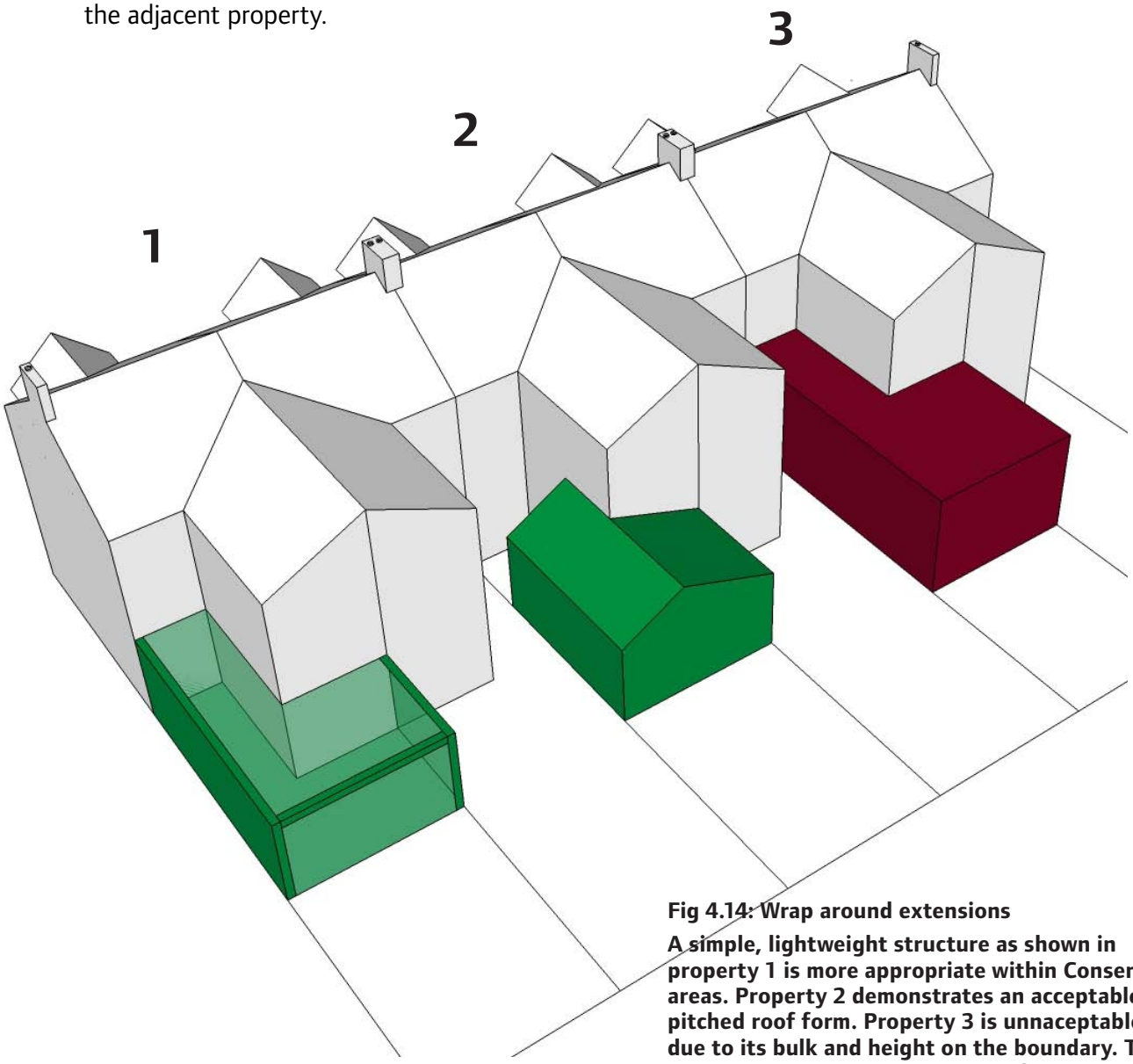


Fig 4.14: Wrap around extensions

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

Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

4 Extensions

4.6 Basements

4.6.1 Throughout London basement extensions have become increasingly popular in recent years. Basements can have significant impacts on local character, heritage assets (archaeology), gardens, neighbouring amenity, ground conditions and biodiversity.

4.6.2 Many parts of the Borough of Lewisham are dense urban settings where excavation is complex. If not undertaken properly, this can give rise to significant consequences such as structural instability or harmful effects to ground conditions. Consequently, such issues need to be considered as part of the proposal.

4.6.3 Basements can be vulnerable to flooding including sewer flooding. The cumulative effect of basements when located next to each other can also affect ground water.

4.6.4 Many of the Borough 's housing stock is Victorian and these properties have a clear vertical hierarchy which contributes to its significance and interest. Basement extensions can unbalance this hierarchy and any proposal will need to demonstrate how this is avoided. Careful consideration will also have to be given to the impact that basements have on conservation areas, in particular the street scene such as trees, hedges and boundary walls.

4.6.5 **General design principles for basements**

- Basement development must retain sufficient garden space.
- Not extend under the pavement.
- Protect ground conditions.
- Maintain local character.
- Avoid structural instability.
- Reduce the instances of flooding.
- Keep the impact on neighbours to a minimum.
- Ensure habitable rooms meet the relevant guidance.
- Not make up a separate independent dwelling.
- Presumption to retain trees and hedges.

4.6.6 **Detailed design principles for basement development**

Size

4.6.7 Basements should not extend more than 25% of the length of garden in any direction.

4.6.8 They should not extend under the pavement.

Lightwells

4.6.9 Front lightwells are generally resisted unless it can be demonstrated that there is an accepted, prevailing precedent within the street. This is in order to maintain and protect the character or the property/street scene.

4.6.10 They should not be larger than 3m at the rear of a property and where gardens are less than 9m the lightwell should be no more than 1.5m. This is to enable a Sustainable Urban Drainage System, (SUDS) and retention of useable garden space.

4.6.11 If a basement surround is proposed, careful consideration should be given to its visual impact and to avoid impacting on the street scene. We will resist lightwells with railing that add clutter to the streetscene.

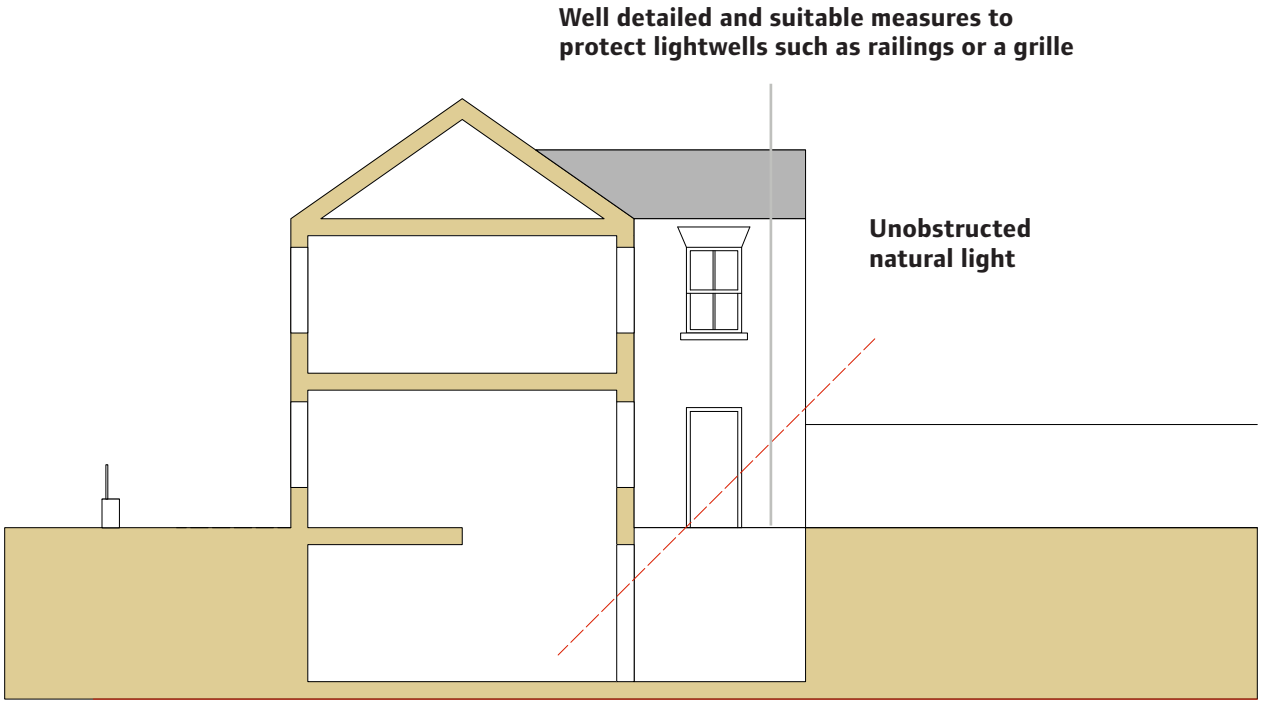


Fig 4.15: Section showing good practice and no impact on street

Depth

4.6.12 Basements should generally not be more than one storey below the original ground floor to avoid negative impacts on: SUDS; trees; archaeology; character and appearance of the property; issues with natural light; and ventilation.

4.6.13 Care must be taken not to damage trees and tree roots (including those in neighbouring gardens which are likely to run under your property). It is also good practice to ensure a minimum 1m depth of soil above the basement if beneath the garden to retain planting.

Ventilation

4.6.14 Basements should be naturally ventilated where possible. Where natural ventilation cannot be achieved, mechanical ventilation may be acceptable subject to an acceptable scheme being proposed.

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

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

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

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

In cases where a modestly proportioned and discretely located light-well may be acceptable, the architectural treatment of the building frontage above should extend fully into the basement area. A horizontal grille over the light-well can often provide a secure and less visually intrusive alternative to guard rails.

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

4.7 Side extensions

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

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

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

Single storey side extensions

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

- A single storey side extension should be subordinate to the host property and should not dominate the original house footprint.
- It is recommended that a path of at least 1m is maintained to provide access to the rear garden.
- Single storey side extensions must sit comfortably with the original building and respect the proportions of the existing building.
- The extension should not project forward of the front façade and should normally be set back by a minimum of 150 mm – this helps to make a clear distinction between old and new.
- The width of a side extension (in the majority of cases) should be no more than half the frontage width of the original property.
- In terms of height, there may be instances where there is sufficient distance between neighbouring properties or the land is sloping so an extension could be taller than its neighbour(s). However the application would have to demonstrate that there is no harm to the neighbouring properties or to the appearance of the house or harm the significance of either a designated or non designated heritage asset.
- The roof form does not necessarily have to be identical to the original property but it must complement the character of the original building.
- Side windows will not normally be permitted unless it can be demonstrated that no overlooking of neighbouring properties would occur. Otherwise, they may be acceptable if the windows are high level/obscured and designed not to be opened.
- The placement of windows should not prejudice the development potential of adjoining land.

4 Extensions

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

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

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

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

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

Fig 4.16: Unacceptable because the side extension is more than half the width of original house and is not set back from original frontage

Fig 4.17: Sympathetic single storey side extension that steps back from original frontage.

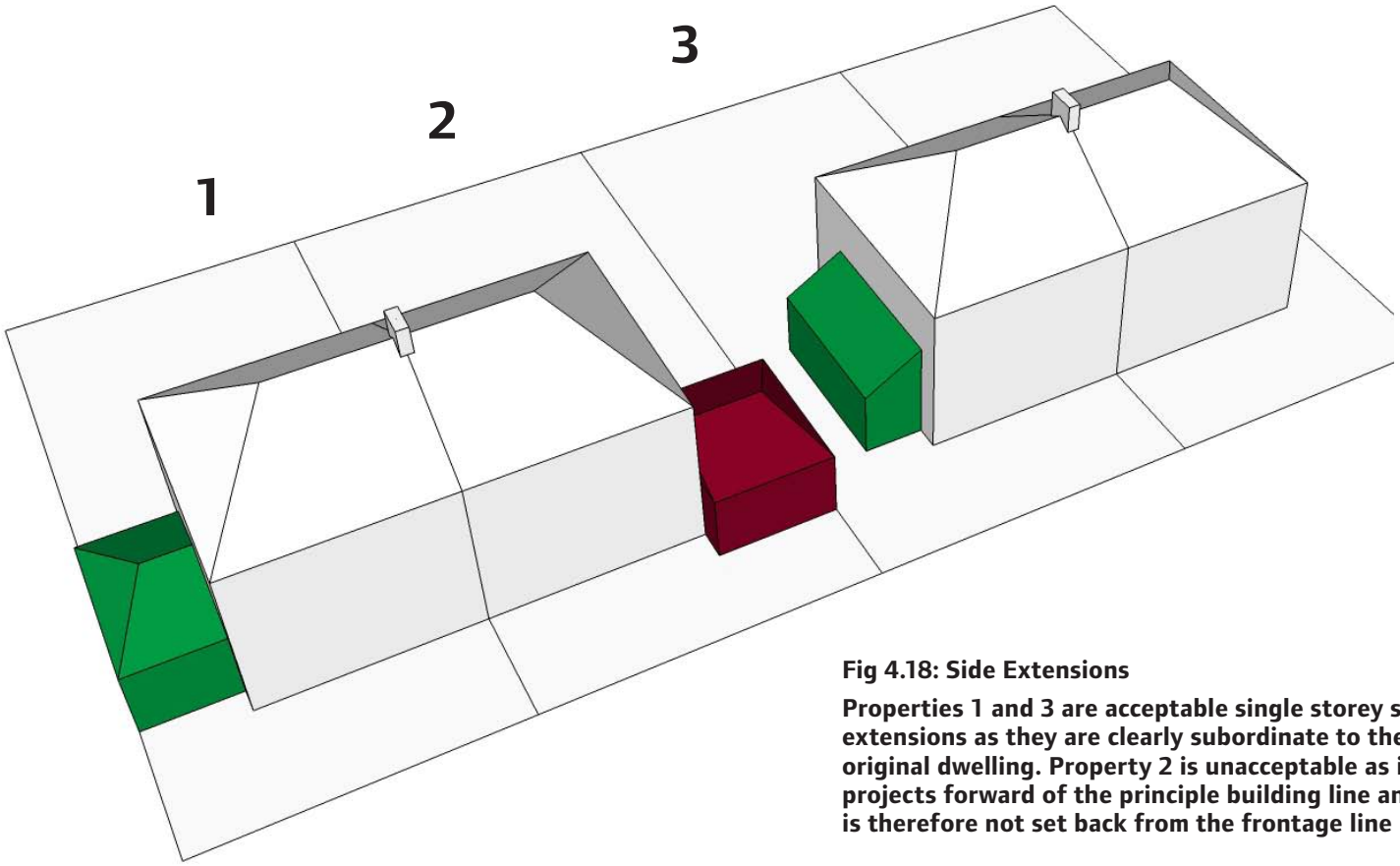


Fig 4.18: Side Extensions

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

Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

4 Extensions

Two storey side extensions

4.7.6 Design principles for two storey side extensions:

- The same guidance as one storey extensions should be followed and the following.
- Not only should two storey side extensions be set back from the front façade, where relevant, the proposed roof of the extension should be set down from the main ridge line.

4.7.7 Additional guidance for two storey side extensions in conservation areas

Many of the conservation areas within the borough compromise of semi-detached dwellings and groups of terraces with visual breaks in between allowing views into rear gardens and beyond. These views permeate the built form and provide a gentle sense of enclosure.

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

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

Fig 4.19: Unacceptable as it is not subordinate and the width is more than half of the existing building

Fig 4.20: Acceptable - subservient two storey side extension

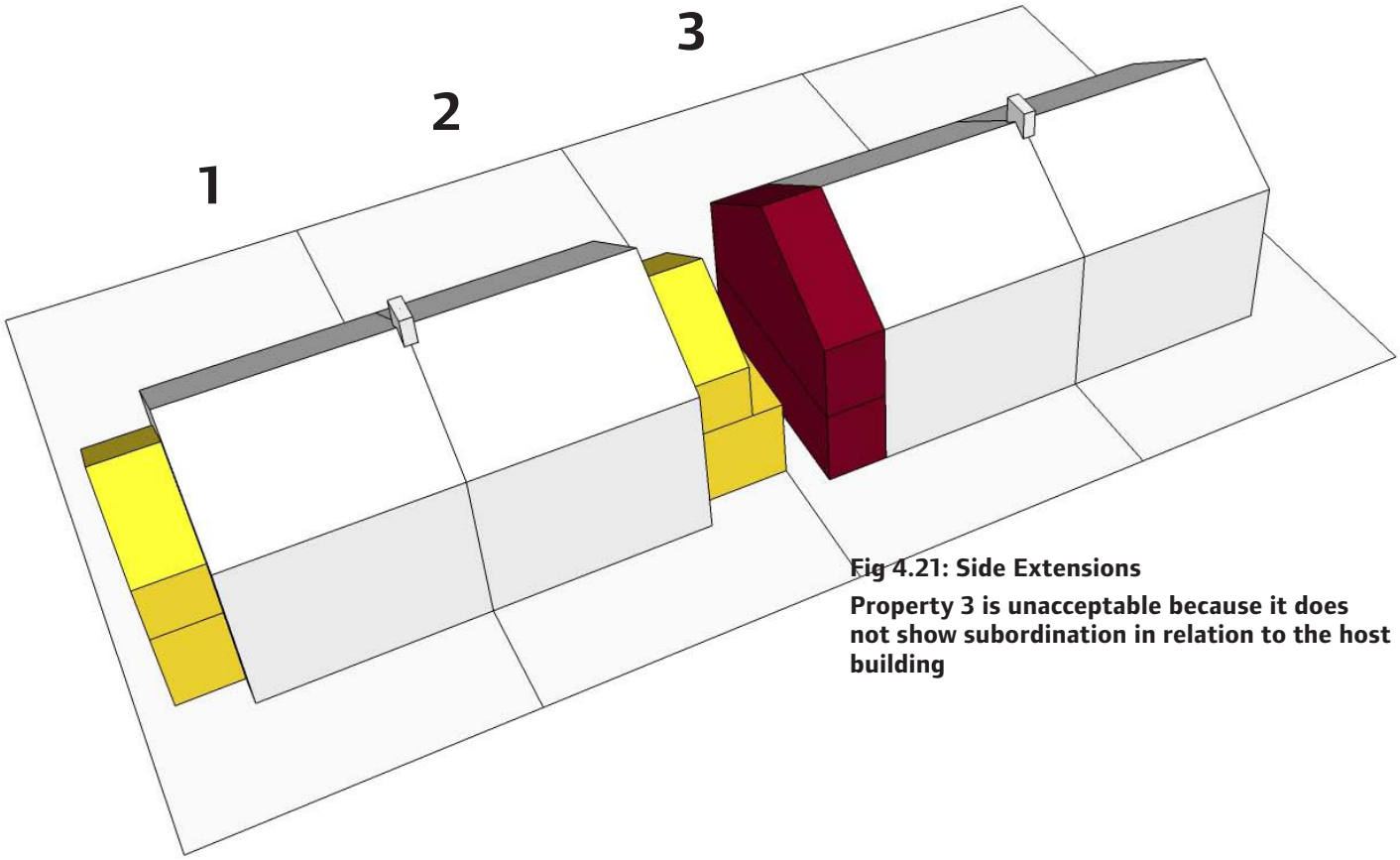


Fig 4.21: Side Extensions

Property 3 is unacceptable because it does not show subordination in relation to the host building

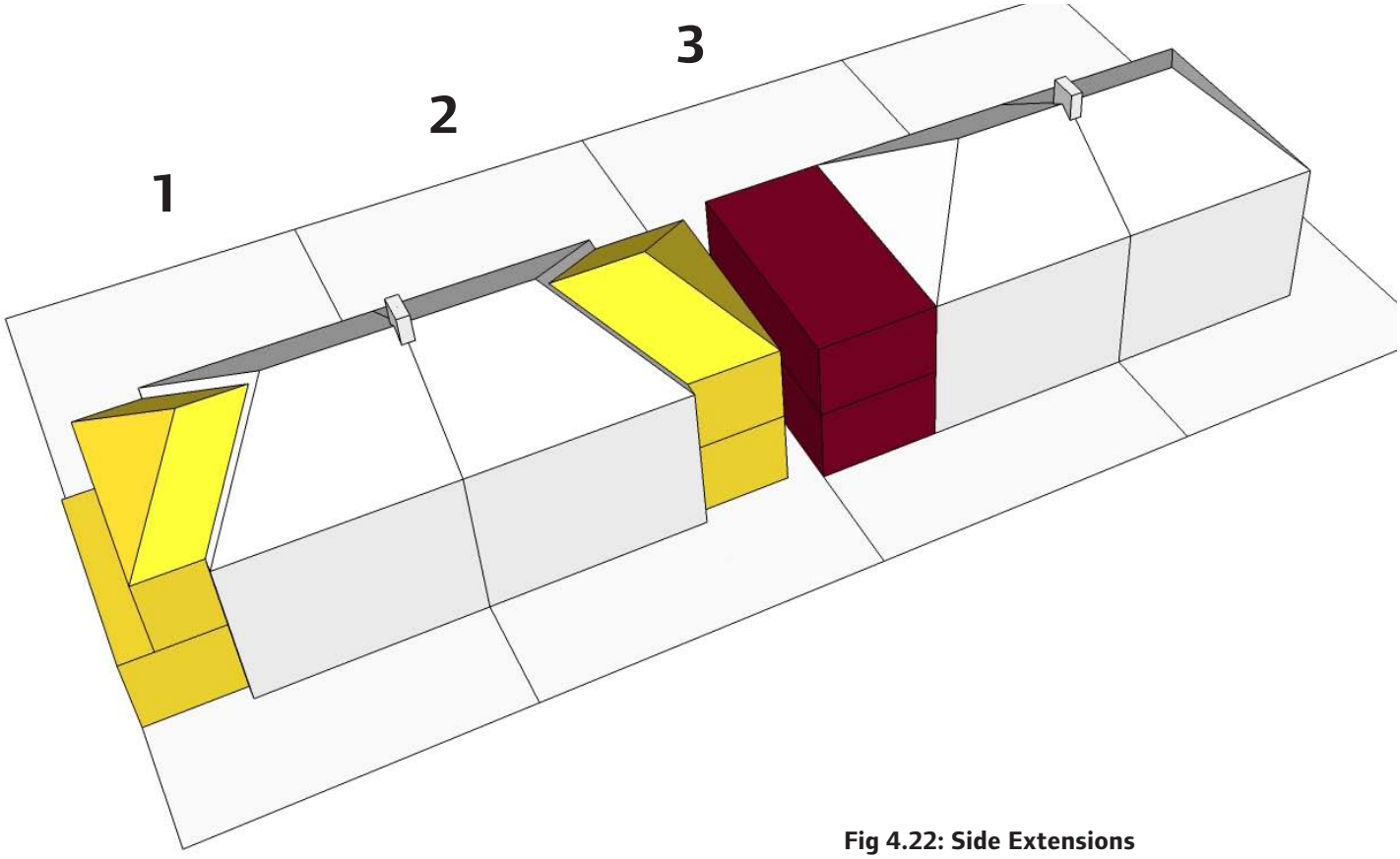


Fig 4.22: Side Extensions

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

Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

4 Extensions

4.8 Detatched Outbuildings

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

4.8.2 This advice does not apply to residential, garden development ancillary to the main building.

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

4.8.4 **Design principles for detatched outbuildings**

- Where planning permission is required, outbuildings should be subordinate to the host building. It may be possible to erect small detached buildings such as a garden shed or summerhouse in your garden. Building regulations will not normally apply if the floor area of the building is less than 15 square metres and contains no sleeping accommodation.
- They will only be acceptable when ancillary to the house.
- Outbuildings will not be permitted at the front of dwellings.

4.8.5 **Additional guidance for conservation areas**

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

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

4.9 External staircases and balconies

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

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

4.9.3 **Additional guidance for conservation areas**

External stairs and balconies will not be supported in conservation areas. Most residential properties in the borough would not have included an external stairs or balconies and therefore is considered not in keeping with overall character of Lewisham's conservation areas.

5 Guidance on roof alterations

Hawksley Heights: Gruff architecture & design

Image Credit: Ben Blossom

5.1 General guidance

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

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

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

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

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

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

5.2 Additional guidance for conservation areas

5.2.1 Conservation areas will have further restrictions in place which will include the use of Article 4 Directions.

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

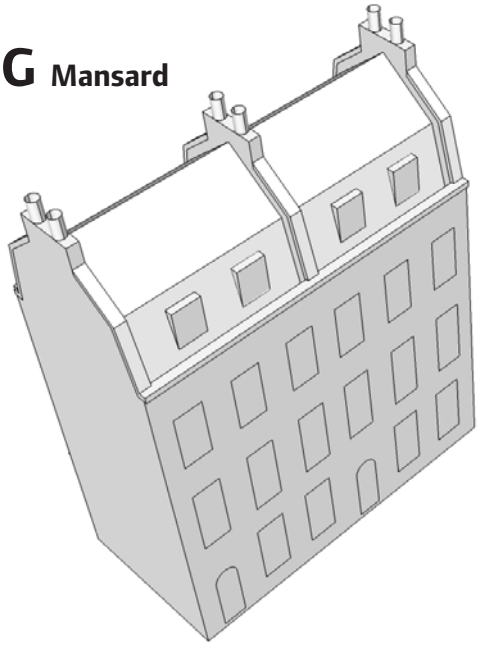
5.2.3 The Council offers a range of pre-application services including advice on alterations and extensions within conservation areas. Please consult the Council's website for further information.

5 Roof alterations

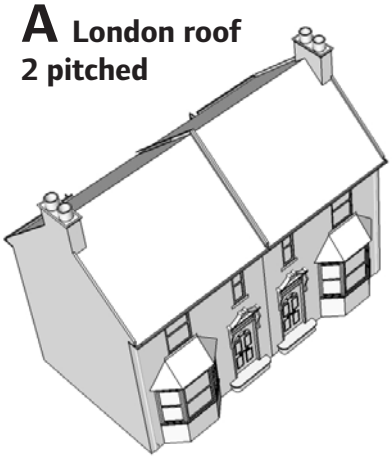
5.3 What type of roof do I have?

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

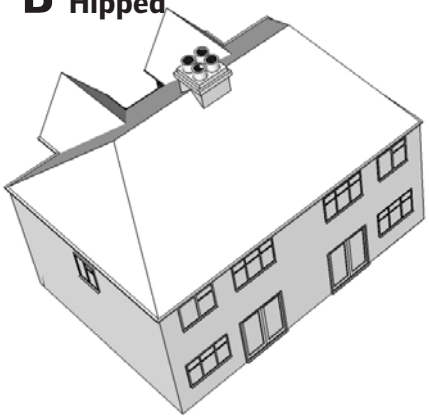
G Mansard



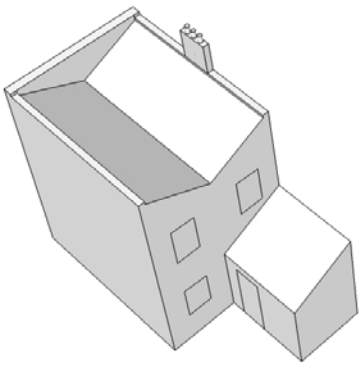
A London roof 2 pitched



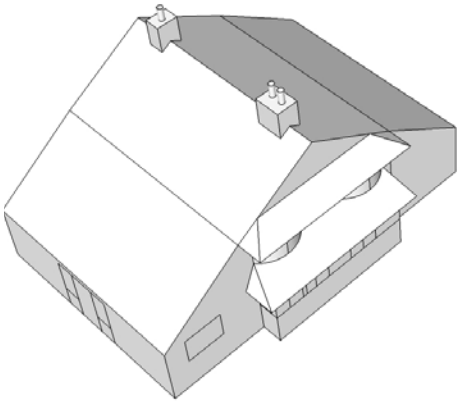
B Hipped



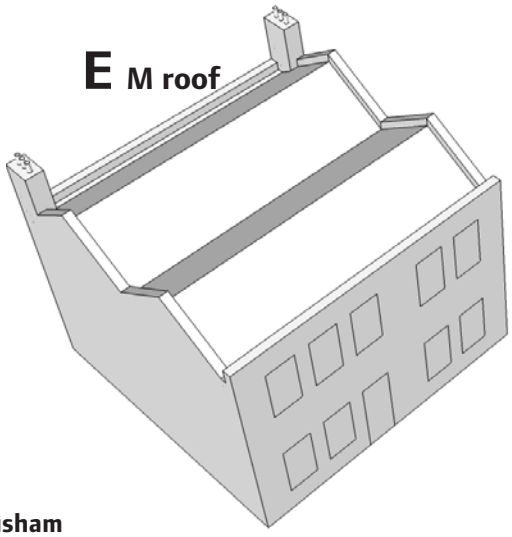
C London roof 2 (Butterfly roof)



D Chalet



E M roof



F Flat roof

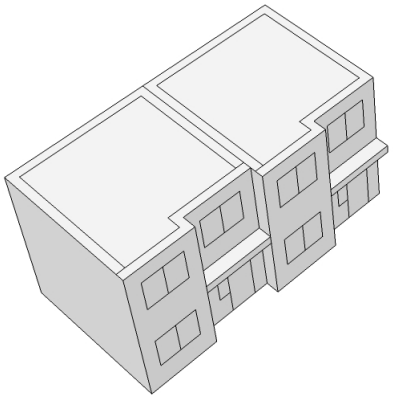


Fig 5.1: Common roof types in Lewisham

A. London roof 1 (pitched roof)

5.3.7 This is the most common form of roof. They comprise a front pitch and a rear pitch. The end of terrace dwellings generally have gabled ends.

5.3.8 **Design considerations**

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

B. Hipped roof

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

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

5.3.4 **Design considerations**

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

C. London roof 2 (butterfly roof)

5.3.5 The butterfly roof is usually concealed on the front façade of the building, by a parapet. On the rear façade, it is visible, with the party wall following the 'V' shape of the roof forming a distinctive pattern at the back of the terrace. The front parapet forms a uniform cornice line on the street frontage which is an important townscape feature of Georgian Streets.

5.3.6 **Design considerations**

- There are many terraces of larger 3 - 4 storey 17th - 18th century houses with collective groups of London roofs (2) in the Borough. They are considered a protected view when the group has not already been impaired with extensions or alterations and there are long views of the roofs which form an important part of the character of the area. Roof extensions on houses in these unimpaired collective groups will not normally be acceptable.

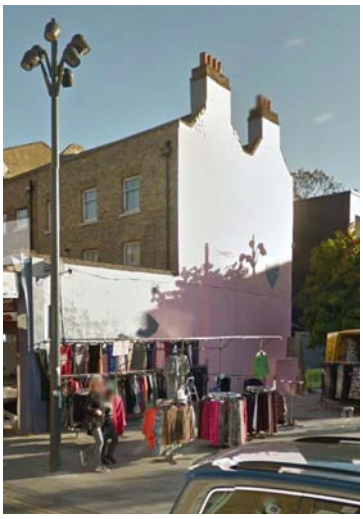
5 Roof alterations

D. Chalet roof

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

5.3.10 **Design considerations**

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



E. The 'M' roof

5.3.11 This type of roof has the form of two parallel gable roofs resting on two bearing walls, which support the two *feet* of the 'M'. The ridges of the roof are at right-angles to the building's facades. The gable end is a 'triangular end' and not any other shape.

5.3.12 **Design considerations**

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

F. Flat roof

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

5.3.17 **Design considerations**

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

G. Mansard roof

5.3.13 The intention of a traditional mansard roof was to provide extra accommodation at roof level, without having a significant impact on the appearance of the classical façade below.

5.3.14 Generally, traditional mansard roofs were implemented in stretches along the street to create a coherent street frontage.

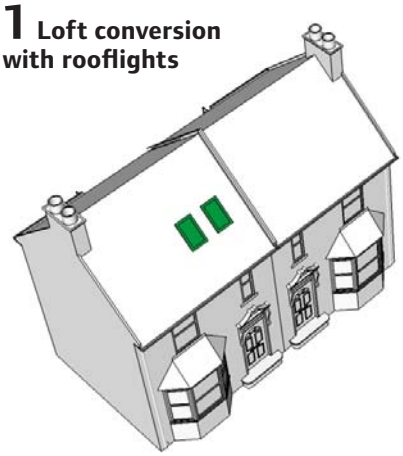
5.3.15 **Design considerations**

- If the roof does not already have them, it could be possible to add dormer windows.

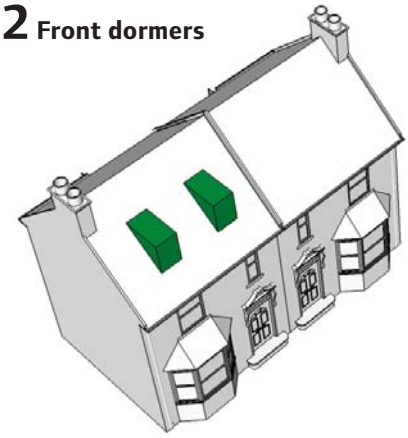
5 Roof alterations

5.4 Types of roof extensions and alterations

1 Loft conversion with rooflights

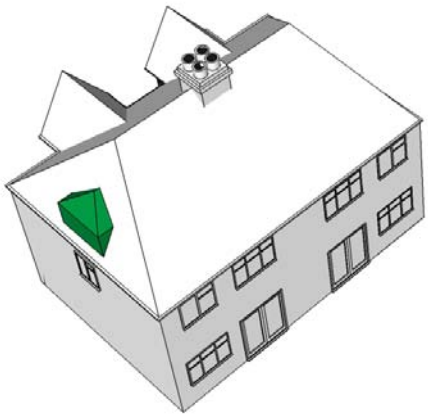


2 Front dormers

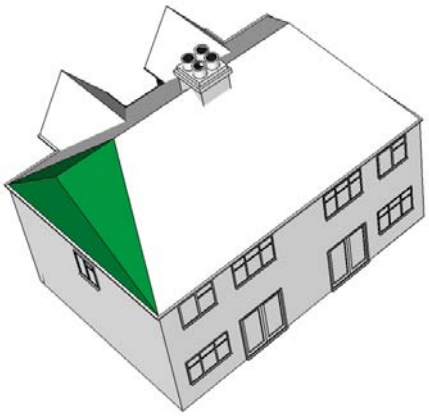


3 Rear roof extension

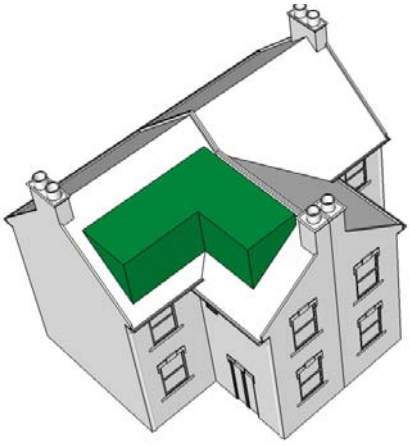
4 Side roof extensions



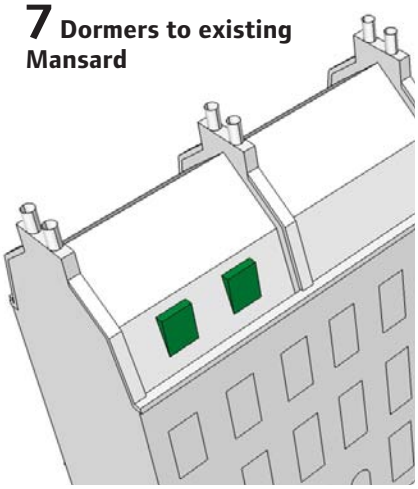
5 Hip to gable



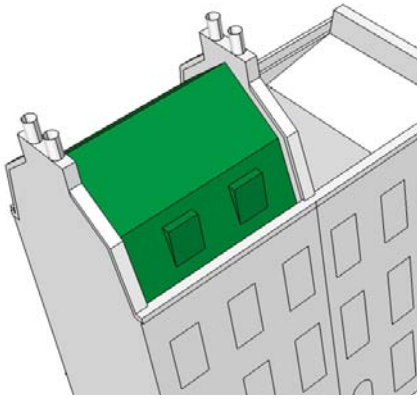
6 L shaped



7 Dormers to existing Mansard



8 New Mansard extension



9 Adding an additional storey

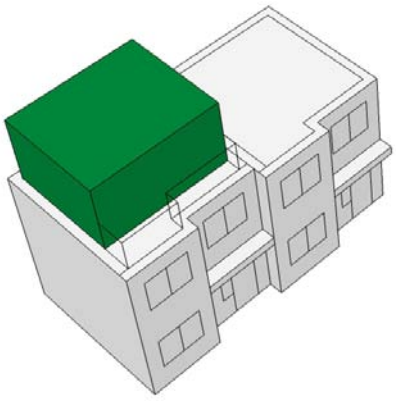


Fig 5.2: Types of roof extensions

		POSSIBLE TYPES OF EXTENSIONS / ALTERATIONS									
		Conversion	Front dormer	Rear dormer	Rear roof Extension	Hip to gable ext	Side roof extension	L-shaped roof extension	Dormer windows to existing mansard	Mansard Extension	Extra storey
TYPES OF ROOF	A. Pitched Roof	☑	☑	☑	☑	☒	☒	☑	☒	☑	☒
	B. Hipped Roof	☑	☑	☑	☑	☑	☑	☒	☒	☒	☒
	C. London Roofs	☒	☒	☒	☒	☒	☒	☒	☒	☑	☒
	D. Chalet Style Roofs	☒	☒	☒	☒	☒	☑	☒	☒	☒	☒
	E. Flat roof	☒	☒	☒	☒	☒	☒	☒	☒	☑	☑
	F. M Roof	☒	☒	☒	☒	☒	☒	☒	☒	☒	☒
	G. Mansard Roof	☒	☒	☒	☒	☒	☒	☒	☑	☒	☒

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

5 Roof alterations

5.5 Loft conversions and roof lights

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

5.5.2 Design principles for loft conversions

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

5.5.3 Design principles for roof lights

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

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

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

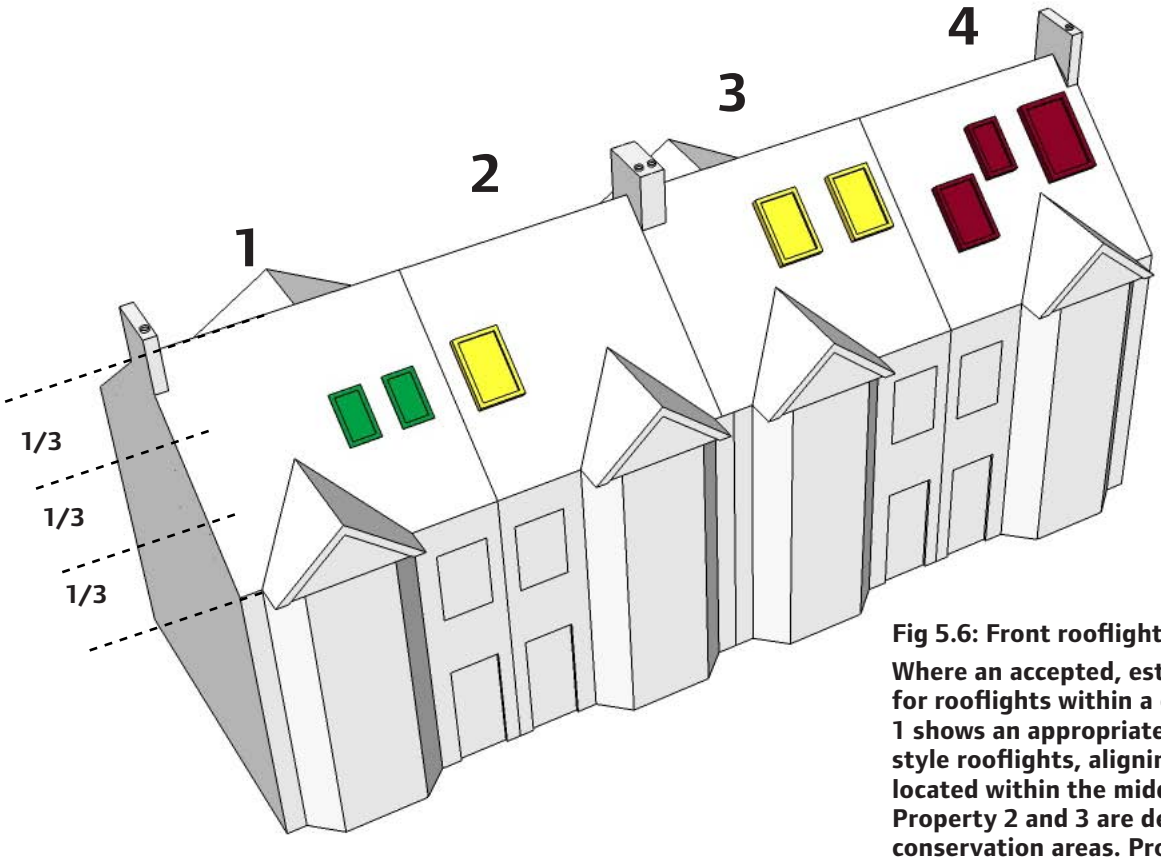


Fig 5.6: Front rooflights

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

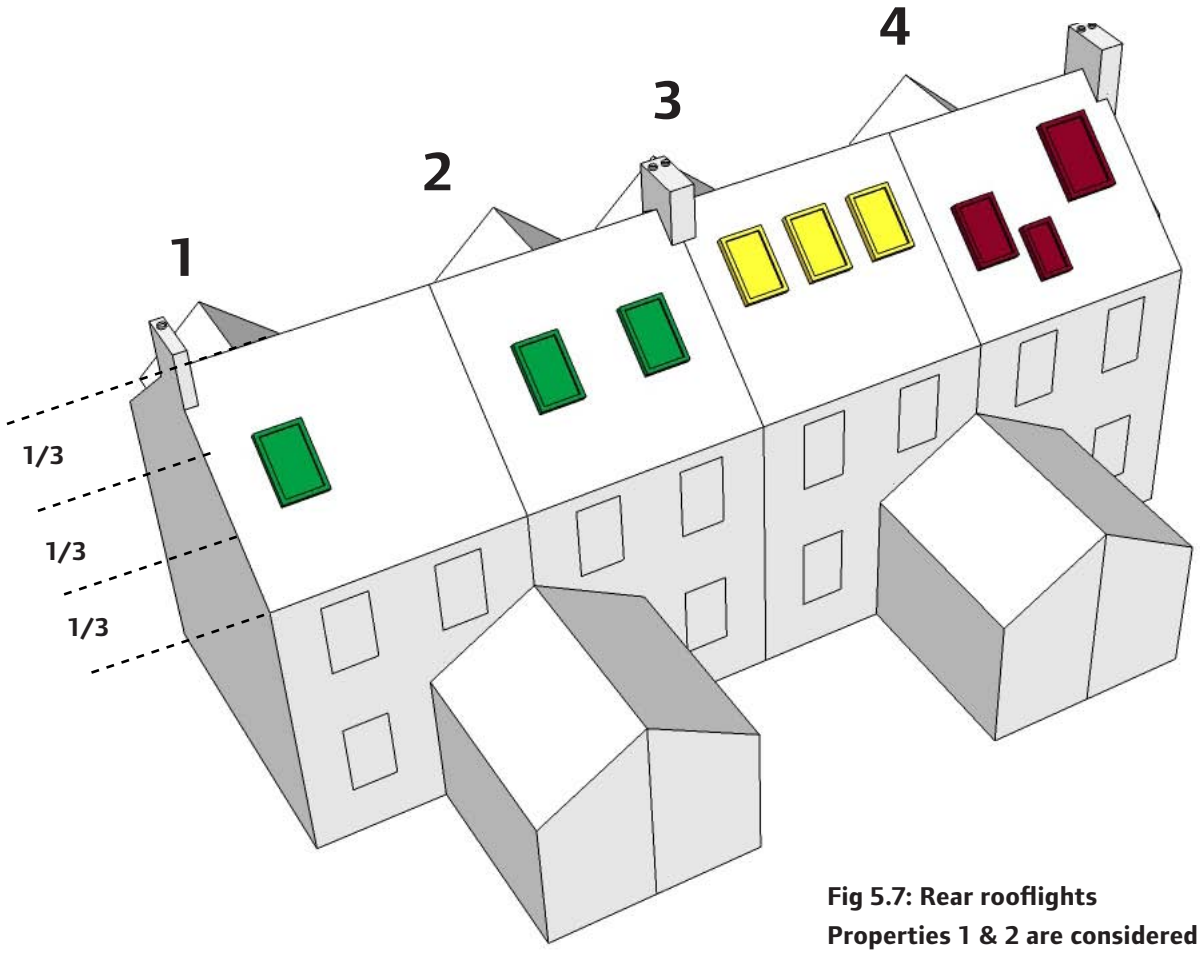


Fig 5.7: Rear rooflights

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

Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

5 Roof alterations

5.5.4 Additional guidance for roof lights in conservation areas

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

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

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

Where an accepted, prevailing, precedent of traditional 'conservation style' rooflights is established on front roofslopes, proposals for small traditional 'conservation style' rooflights may be acceptable. (see picture below)

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

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

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

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

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

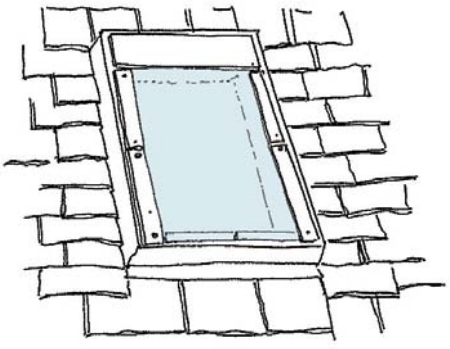


Fig 5.8: Unacceptable in conservation areas due to its protruding form

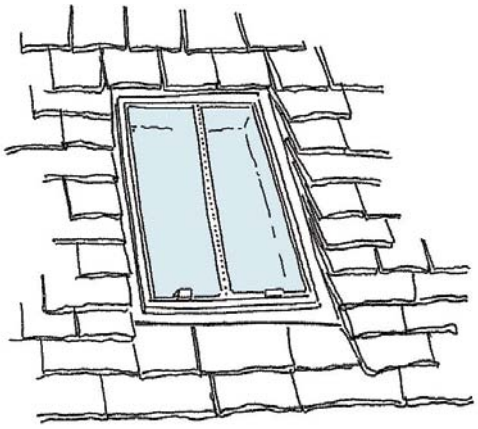


Fig 5.9: Rooflights in conservation areas should be small traditional 'conservation style' set flush within the roofslope

5.6 Front dormers

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

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

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

5.6.4 **Design principles for front dormer extensions**

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

5.6.5 **Additional guidance for conservation areas**

In most cases front dormers will be resisted in conservation areas

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

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

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

5 Roof alterations

5.7 Rear dormers

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

5.7.2 **Design principles for rear dormer extensions**

- Dormer windows to the rear should either be sympathetic with the character of the building or demonstrate exceptional architectural quality
- Dormers should be well spaced and positioned within the existing roof slope
- Set in from the party wall on each side by at least 0.3m, a minimum of 0.3m below the ridge line, 0.3m from the edge of any hip and at least 0.3m above the existing eaves line
- Any balconies or insets that may impact on the privacy of neighbouring properties will be resisted.
- Inset dormers such as property 5 in fig 5.15 should be significantly set in from the eaves line.

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

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

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

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

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

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

Fig 5.13: Unacceptable as the proportions of the dormers are too large

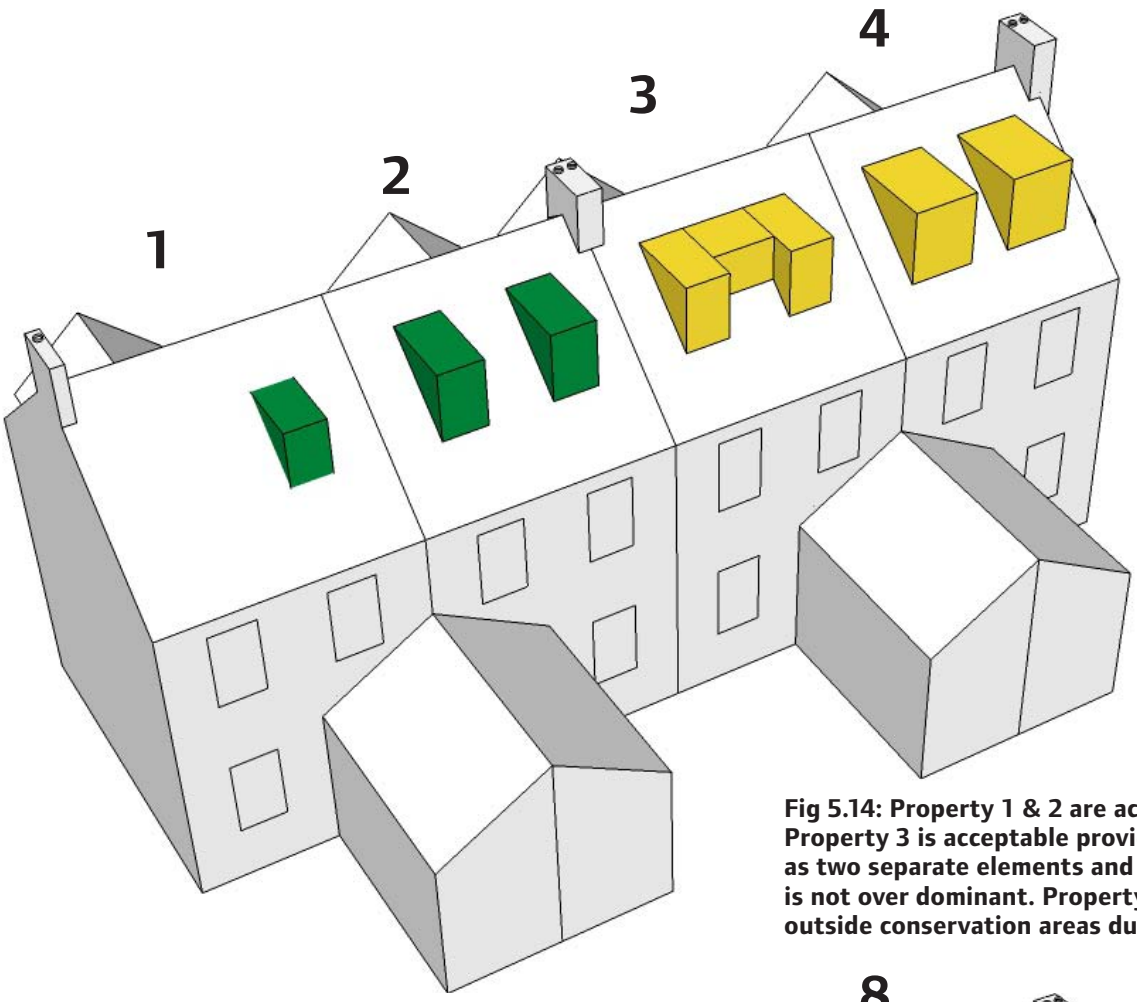


Fig 5.14: Property 1 & 2 are acceptable in all areas. Property 3 is acceptable providing the dormers read as two separate elements and the central connector is not over dominant. Property 4 is only acceptable outside conservation areas due to their size and bulk

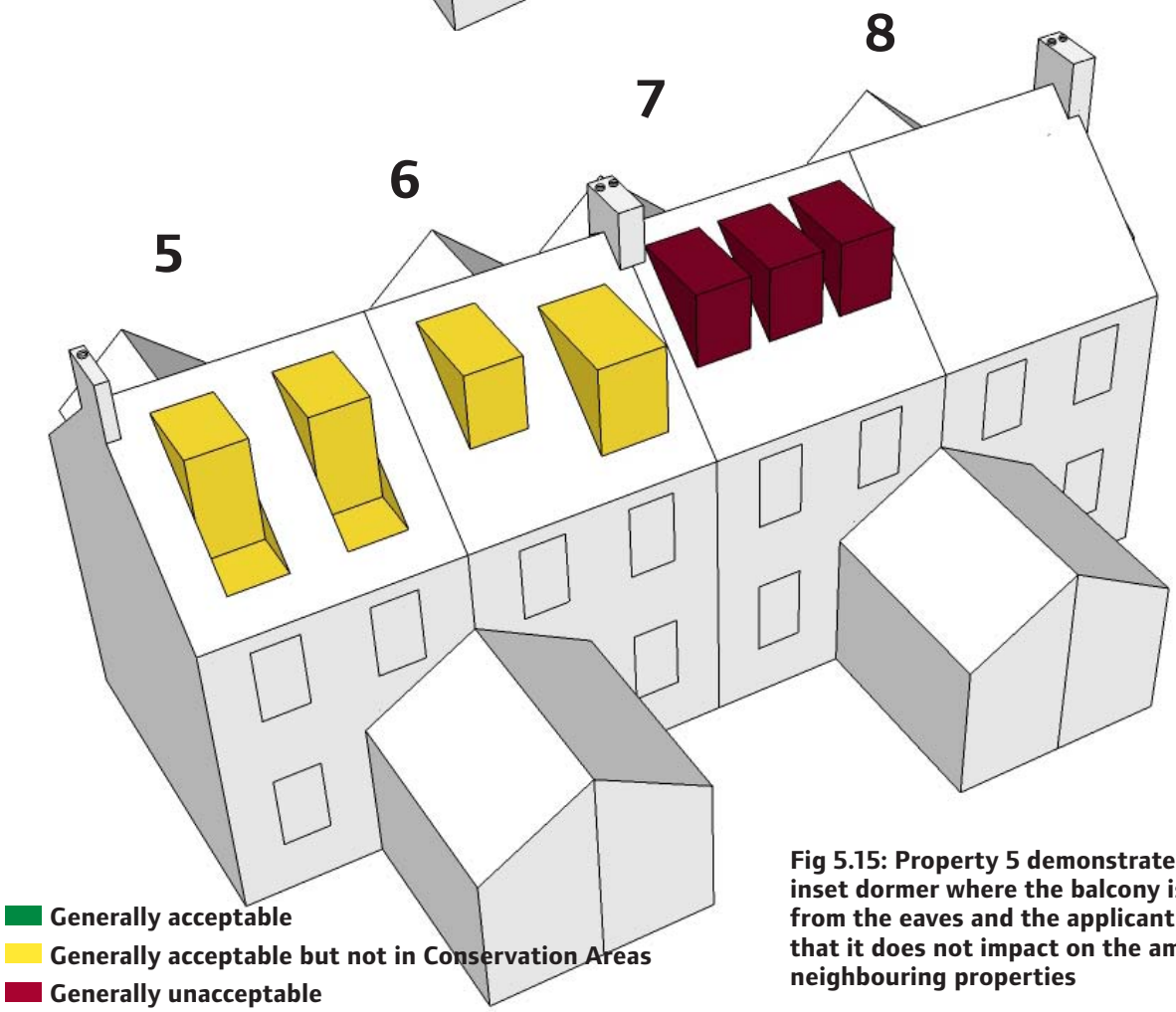


Fig 5.15: Property 5 demonstrates an acceptable inset dormer where the balcony is inset significantly from the eaves and the applicant has demonstrated that it does not impact on the amenity of neighbouring properties

5 Roof alterations

5.8 Rear roof extensions

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

5.8.2 **Design principles for rear roof extensions**

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

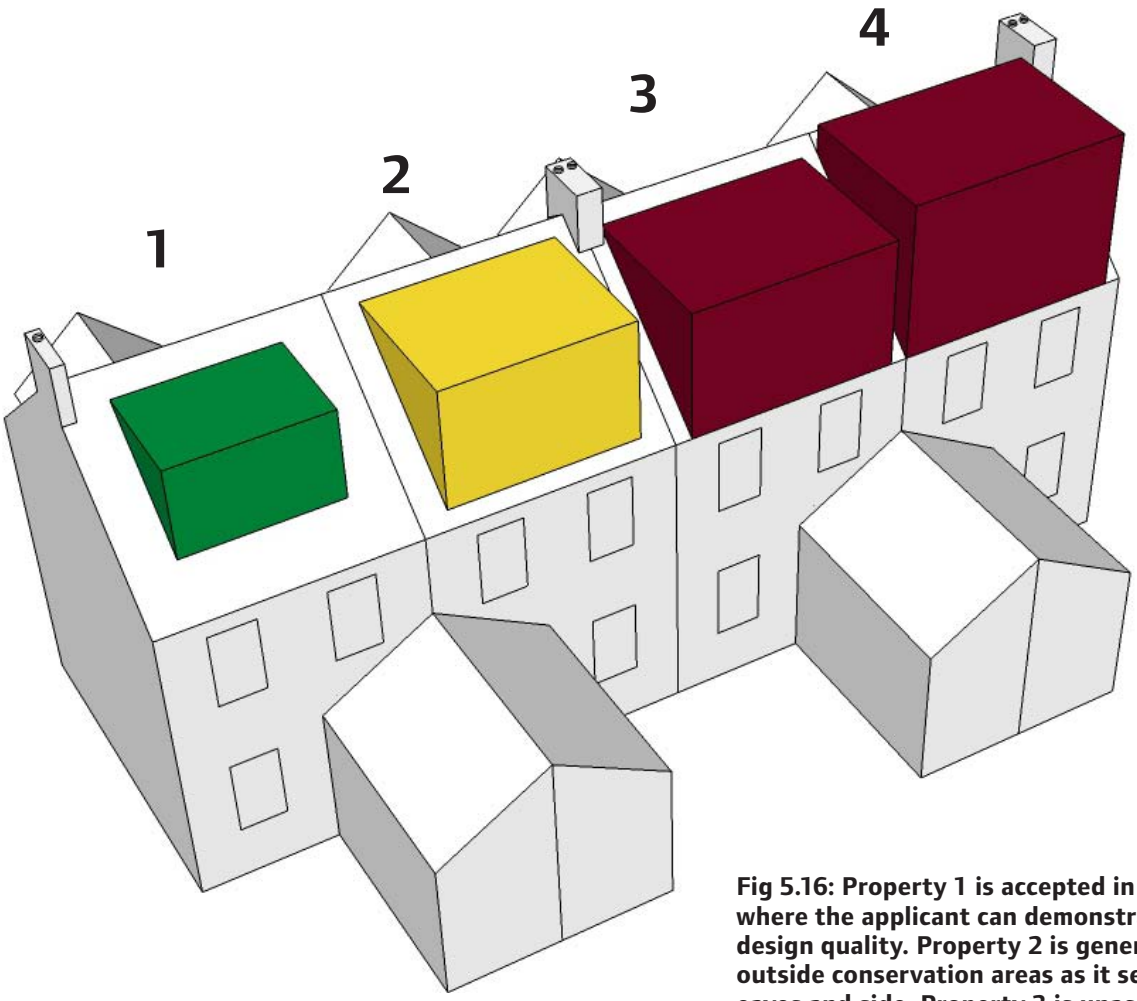
5.8.3 **Additional guidance for rear roof extensions in conservation areas**

In conservation areas rear roof extensions will only be considered where the applicant can demonstrate exceptional design quality, high quality materials and its location is set in significantly from the eaves, ridge and sides.

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

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

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



Generally acceptable

Generally acceptable but not in Conservation Areas

Generally unacceptable

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

Fig 5.17: Acceptable due to its innovative design, high quality materials and its location set in from the eaves, ridge and sides

Fig 5.18: Unacceptable owing to the obtrusive nature of the extension. This obliterates the eaves, ridge or sides

5 Roof alterations

5.9 Side roof extensions

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

5.9.2 **Design principles for side roof extensions**

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

5.9.3 **Additional guidance for conservation areas**

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

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

Fig 5.19: Unacceptable as the side dormer alters the symmetry of the pair and harms the original design integrity of the existing building

Fig 5.20: Acceptable as the side dormers are subordinate to the roof and set in from all directions

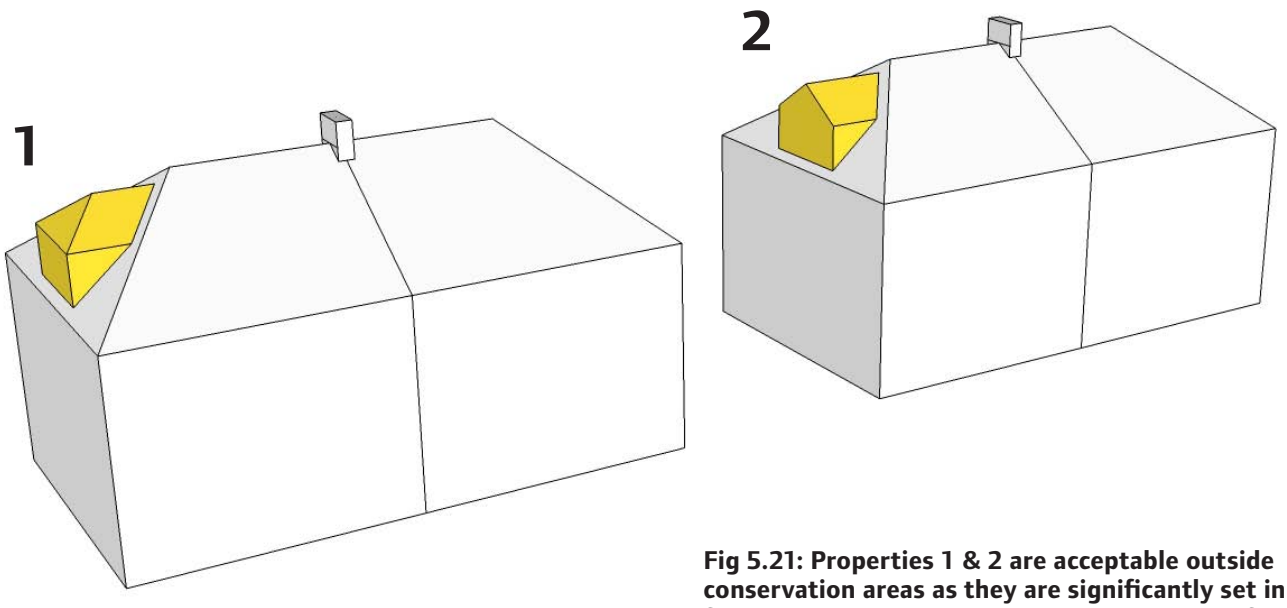


Fig 5.21: Properties 1 & 2 are acceptable outside conservation areas as they are significantly set in from all directions, are subordinate to the roof and match the existing roof profile

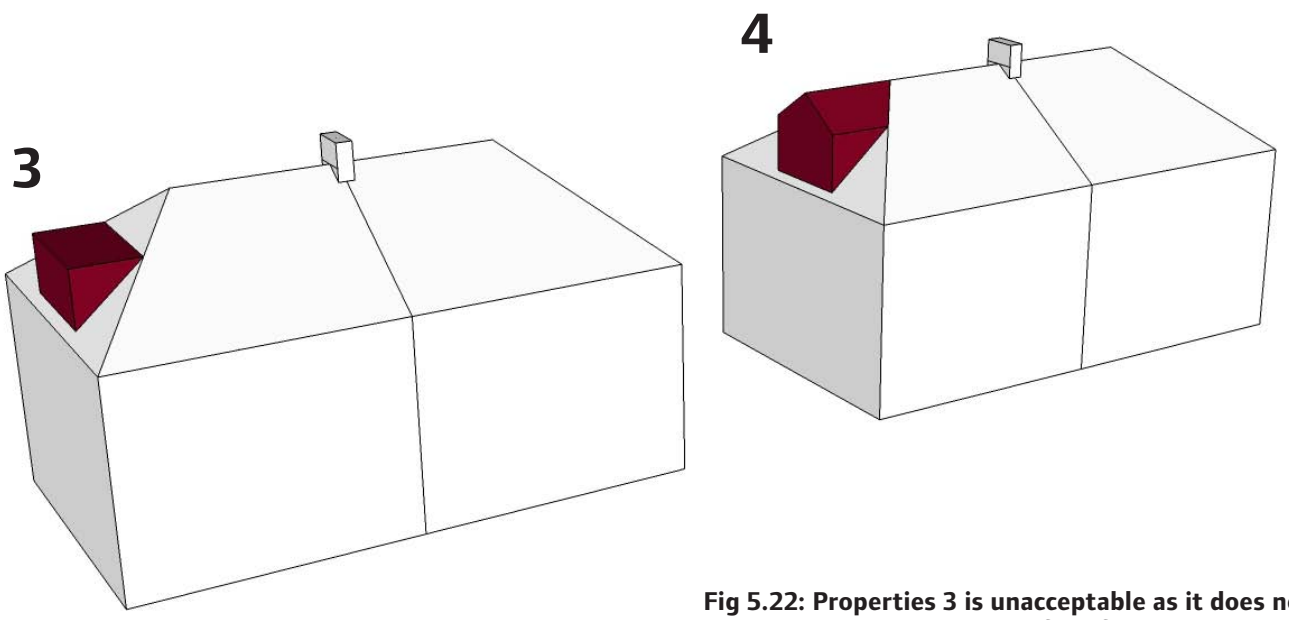


Fig 5.22: Properties 3 is unacceptable as it does not complement the existing roof profile. Property 4 is unacceptable as it is not set down from the ridge line

Generally acceptable
Acceptable but not in Conservation Areas
Generally unacceptable

5 Roof alterations

5.10 Hip to gable extensions

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

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

- A hip to gable extension is not acceptable on one side of a pair of semi-detached houses as the original symmetry intended will be destroyed.
- A hip to gable extension may be possible to an end of terrace dwelling if both ends cannot be seen at once. In this case the symmetry is not harmed. A hip to gable extension may also be possible in this scenario if both 'ends' go ahead with similar designs.
- Applicants are advised to consider joint applications with neighbouring properties to ensure the symmetry of the property is not lost.
- Materials must match the existing roof.

5.10.3 **Additional guidance for conservation areas**

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

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

Fig 5.23: Unacceptable - Hip to gable extension is not permitted on a pair of semi-detached houses

Fig 5.24: Acceptable as the property is at the end of a terrace.

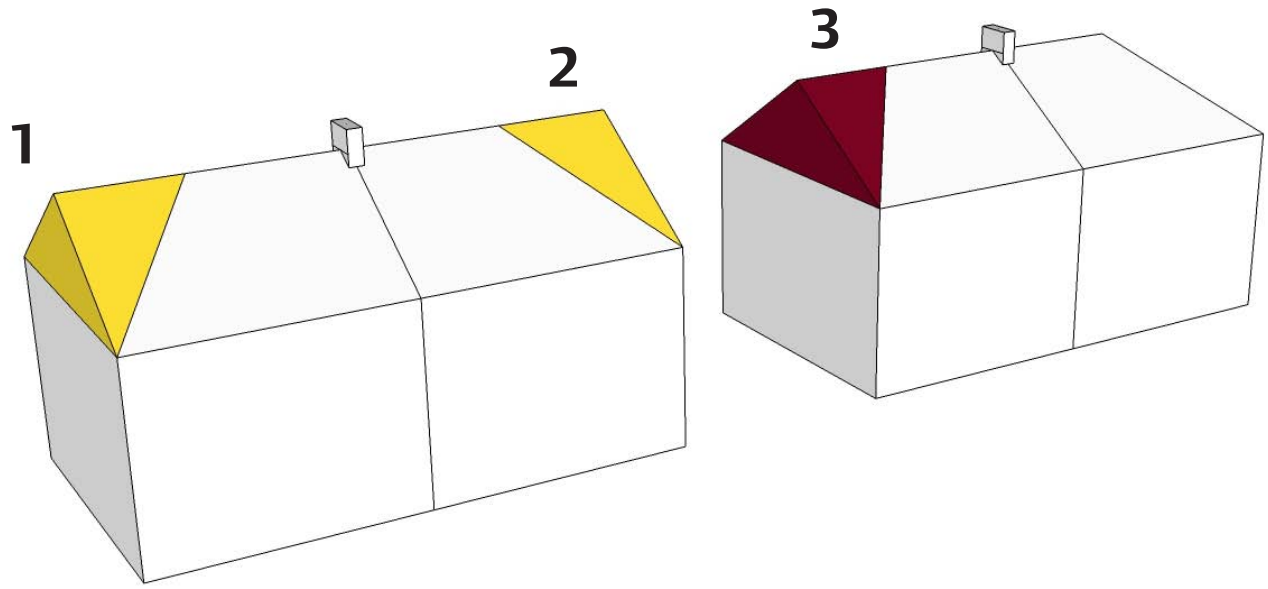


Fig 5.25: Properties 1 and 2 are acceptable outside of conservation areas as they maintain the symmetry of the semi-detached dwelling. Property 3 is unacceptable as it does not.

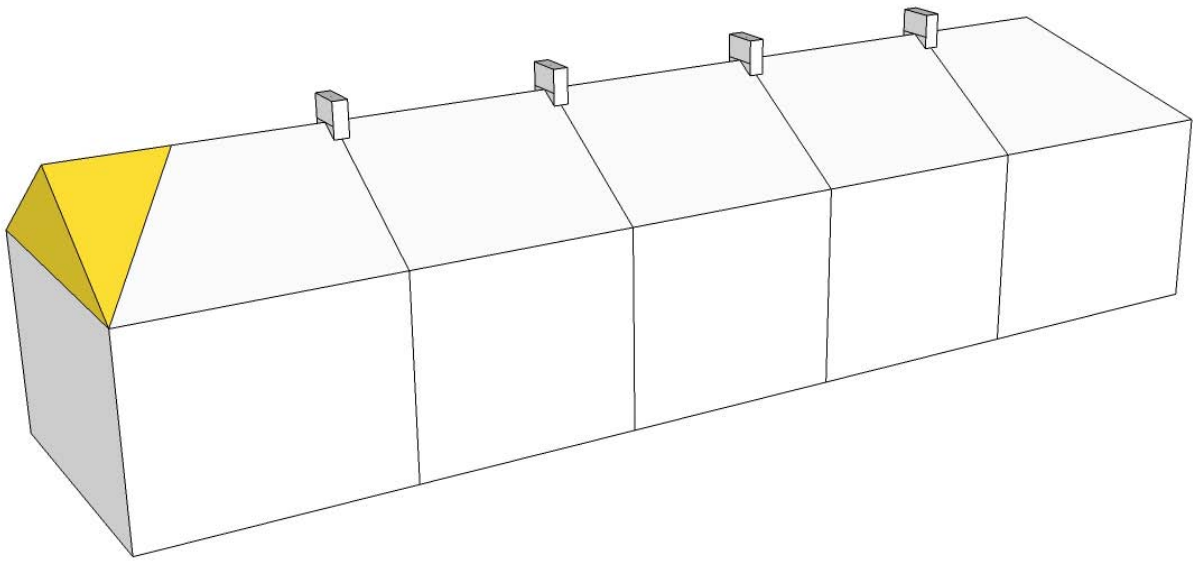


Fig 5.26: Acceptable outside conservation areas as the property is at the end of a terrace

Generally acceptable
Acceptable but not in Conservation Areas
Generally unacceptable

5 Roof alterations

5.11 L-shaped roof extensions

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

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

- The extension should not be higher than the existing ridgeline of the principle dwelling.
- The extension should not overly dominate the original dwelling and be significantly set back from the rear return.
- Existing chimneys should be retained.
- They should demonstrate exceptional architectural quality and pre-application advice should be sought through the formal planning advice service.

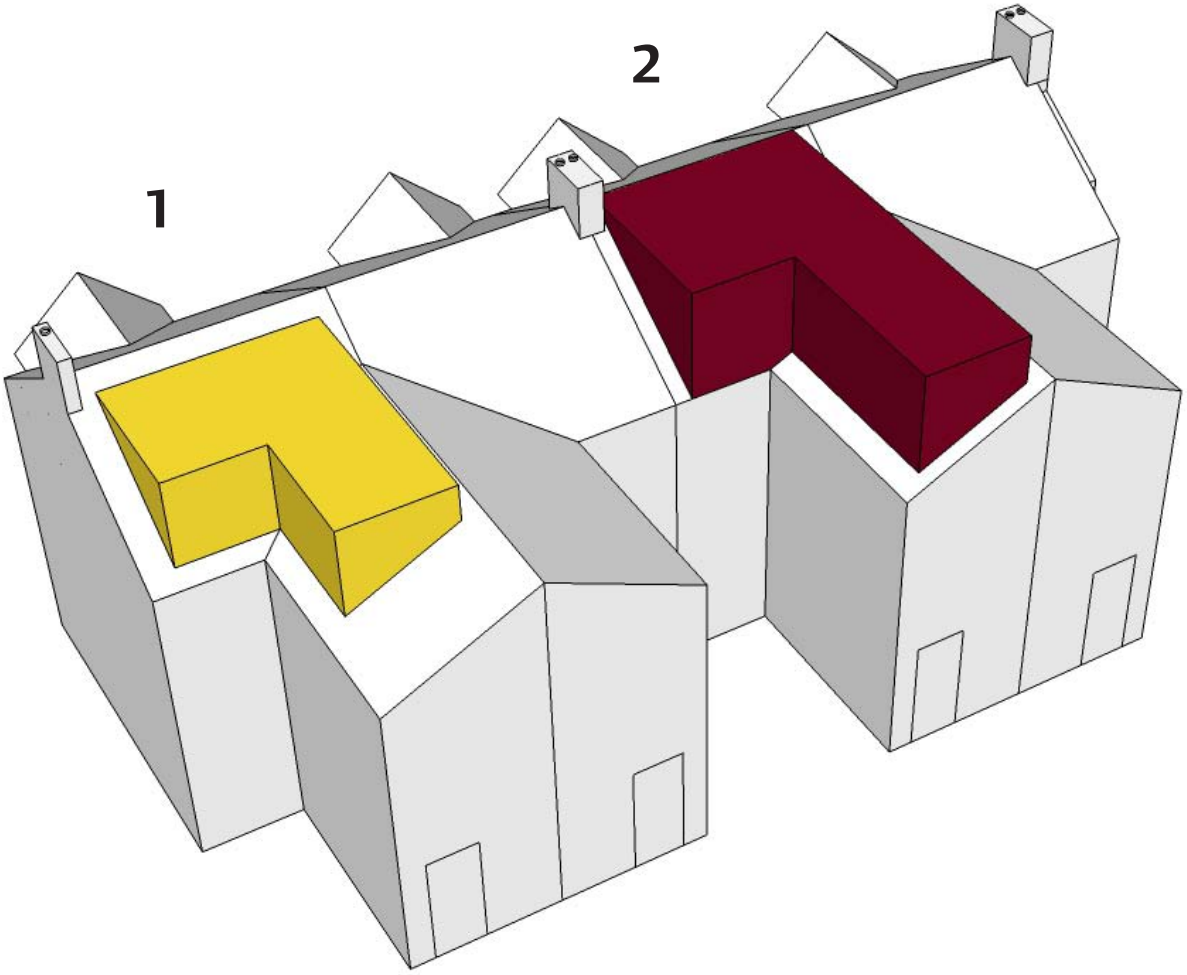
5.11.3 **Additional guidance for conservation areas**

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

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

Fig 5.27: Acceptable due to sympathetic materials and they are both set in from the original roofline

Fig 5.28: Unacceptable as the extension is overbearing and dominates the original property



Generally acceptable
Acceptable but not in Conservation Areas
Generally unacceptable

Fig 5.29: Property 1 is generally acceptable outside conservation areas if the applicant can demonstrate exceptional architectural quality and the extension remains subordinate to the dwelling. Property 1 is set back on all sides and set back significantly on the return. Property 2 is not acceptable as it is overly bulky and dominates the original property

5 Roof alterations

5.12 Introduction of a new Mansard

5.12.1 This roof type can often be added to a gabled or hipped roof successfully as an extension if it has been established that an extension is acceptable in principle.

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

5.12.2 Mansard roofs can be double pitched or flat topped.

5.12.3 **Design principles for new mansard extensions**

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

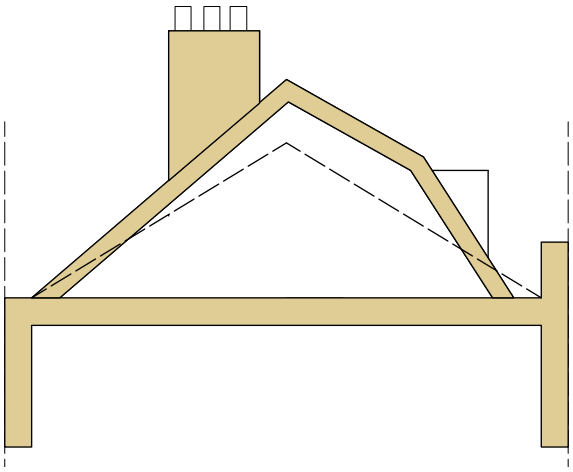


Fig 5.30: A double pitch mansard roof should have two slopes, the lower face should be steeply pitched and the upper slope should have a more shallow pitch. We would expect this traditional style Mansard within Conservation Areas where appropriate

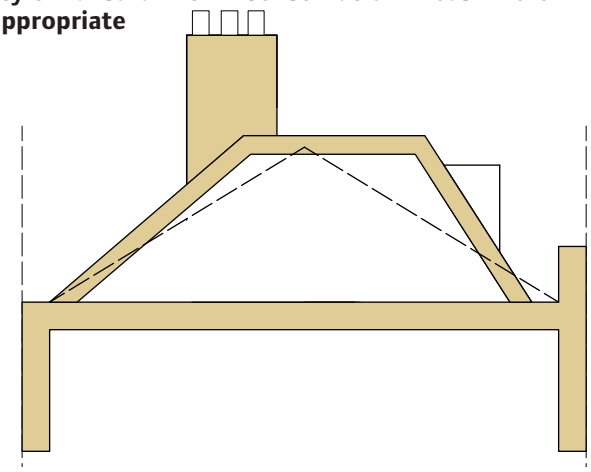


Fig 5.31: This is a modern variation of the traditional mansard roof form

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

5.12.4 **Additional guidance for conservation areas**

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

Where an accepted, prevailing, precedent of a sympathetic, traditional style mansard has been established within the street or where the applicant can demonstrate a proliferation of precendents within the immediate surrounding streets then future traditional style mansard proposals will be considered.

Fig 5.32: Unacceptable mansard extension shown from front. Different proportions and heights result in incongruous roof form and lack of symmetry

Fig 5.33: Acceptable example of mansard roof extension from the front behind existing parapet. All extensions are similar dimensions and look uniform

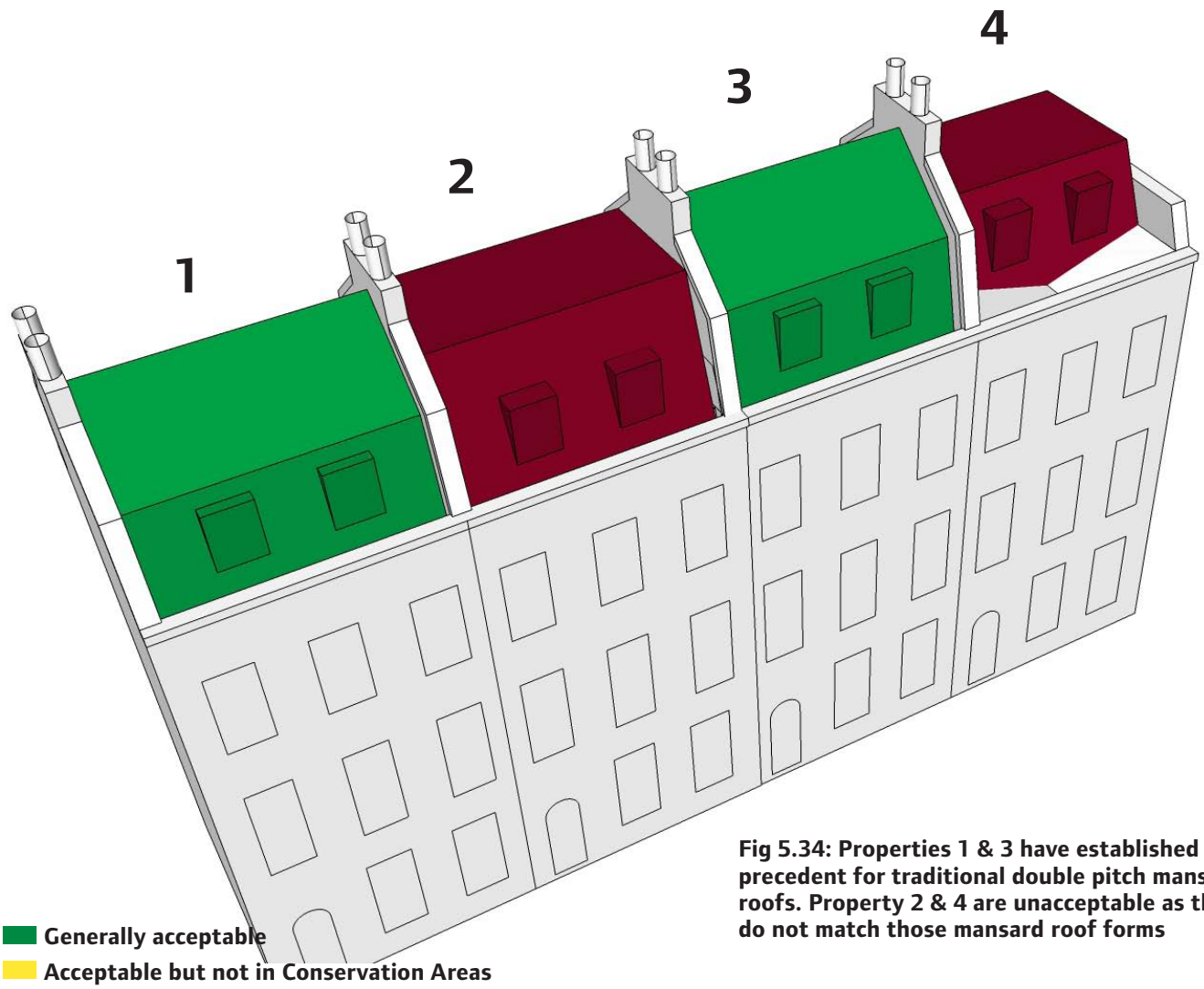


Fig 5.34: Properties 1 & 3 have established a precedent for traditional double pitch mansard roofs. Property 2 & 4 are unacceptable as they do not match those mansard roof forms

5 Roof alterations

Mansard extensions added to London roof

5.12.5 A mansard roof can be introduced to a London roof. Mansard extensions to these roof types will only be acceptable if the following design principles are considered. (Compatible with roof type C).

5.12.6 **Design principles for mansard extensions to London roofs**

- The front parapet wall must be preserved and the extension should appear subservient behind this. It should be set back by 0.25m from the front parapet wall.
- Changes to the rear roofs slopes in combination are unlikely to be supported. Seek pre-application advice in such cases.

5.12.7 **Additional guidance for conservation areas**

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

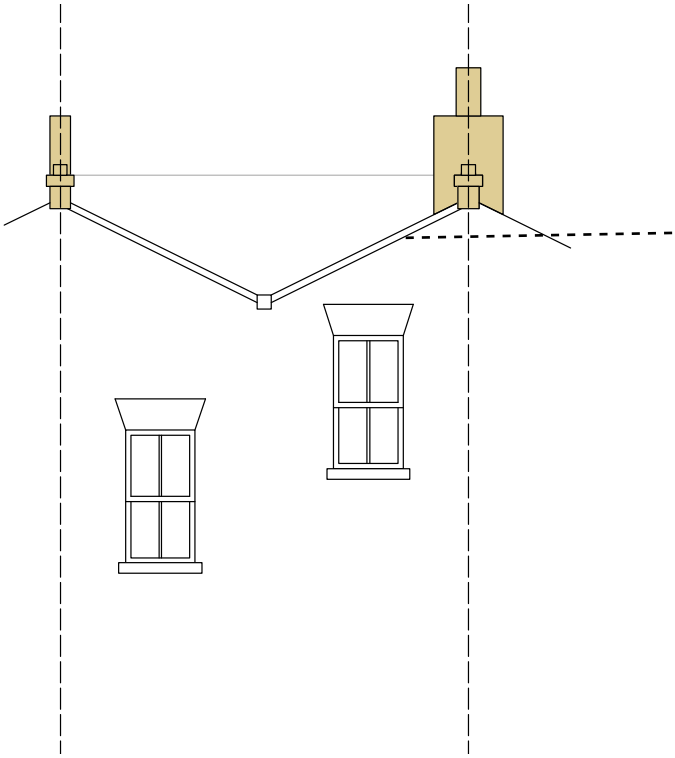
Where an accepted, established precedent exists within the street the addition of a new mansard may be acceptable.

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

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

Fig 5.35: Unacceptable - Roof extension does not retain butterfly roof form

Fig 5.36: Acceptable -Butterfly form retained with slope of mansard running down to meet the existing eaves (please note that proposals should not include drainpipes)



Existing roof profile with Butterfly roof.

Butterfly roof retained as parapet with mansard terminating behind

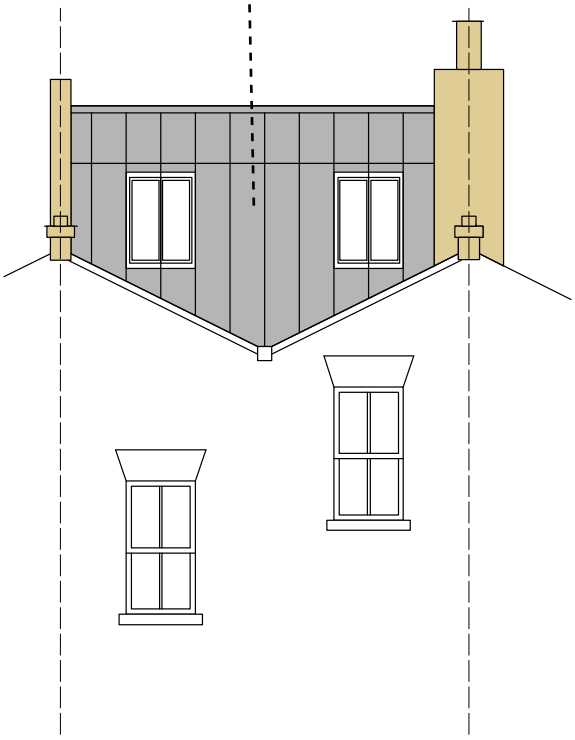


Fig 5.37:Butterfly form retained with slope of mansard running down to meet the existing eaves

New apron parapet rising from retained form of butterfly roof

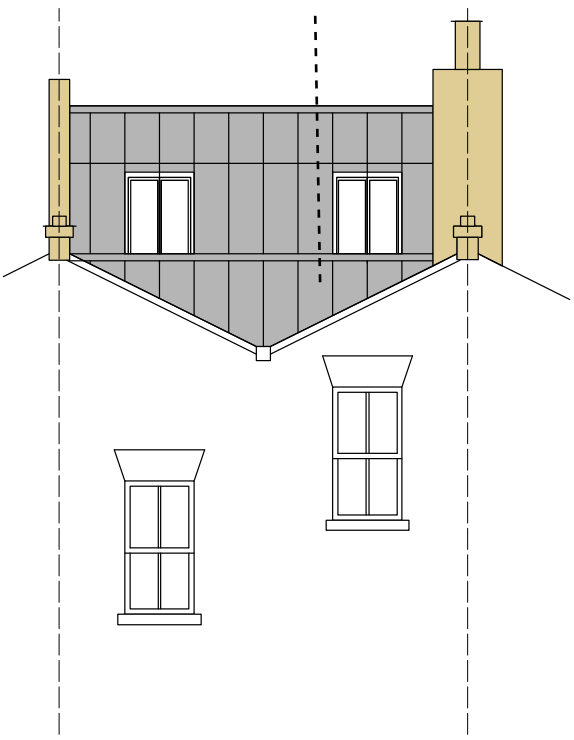


Fig 5.38: An apron of metal cladding such as zinc or lead can be used to create a new parapet while retaining the original butterfly roof profile

5 Roof alterations

5.13 Dormer window additions to historic Mansard roofs

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

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

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

5.13.3 **Additional guidance for conservation areas**

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

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

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

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

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

5.14 Adding an additional storey

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

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

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

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

Fig 5.39: Acceptable - Jerwood Space in Southwark is a good example of high quality extension to a flat roof

5 Roof alterations

5.15 Roof terraces

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

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

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

5.16 Chimney stacks and pots

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

5.17 Roof level plant, fire escapes and services

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

5.18 Additional guidance for conservation areas

Significance and Consideration

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

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

Roof coverings

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

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

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

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

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

Rainwater goods

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

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

6 Other alterations and considerations

6.1 Windows

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

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

6.1.3 Design principles for windows

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

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

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

6 Other alterations and considerations

6.1.4 Additional guidance for conservation areas

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

Windows are a defining feature of a building and especially within a conservation area, the use of modern materials for replacement windows is generally resisted because it is a bad idea both economically and for the longevity of the building. The cumulative effect of unsympathetic modern windows erodes the locally distinctive qualities of a designated area and harms its significance. Where inappropriate modern windows presently exist, replacement presents an opportunity to reinstate windows consistent with the original architectural intention.

It should also be noted that modern basic softwood is NOT a suitable material for windows as the quality simply is not good enough and the best quality of timber you can afford will give the best lifespan = value for money.

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

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

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

6.2 External Doors

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

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

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

6.2.4 It is becoming increasingly popular to install sliding/patio doors to the rear of the property to connect internal space with the rear garden.

6.2.5 On heritage assets the specification of these external doors and the nature of the opening to the rear of the property will require approval.

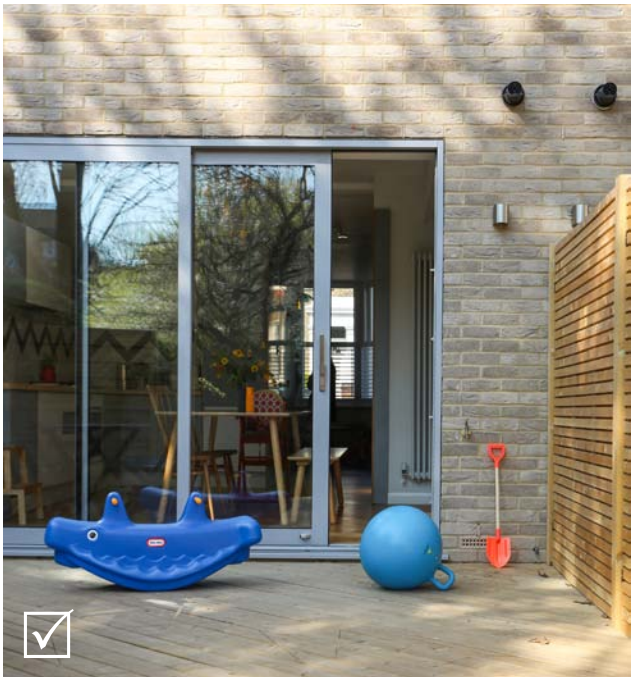


Fig 6.3: High quality sliding doors

6.3 Materials

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

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

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

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

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

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

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

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

6.3.9 Imaginatively laid brickwork can be laid in a way which can add interest to a building façade.

6 Other alterations and considerations

6.4 Refuse and recycling storage

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

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

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

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

- Buildings must have off street collection at ground level.
- Dedicated off street refuse and recycling storage areas must be provided in all new developments and changes of use
- All new developments must have a refuse and recycling management plan, particularly for mixed use developments and flatted schemes
- The refuse and recycling management plan must indicate the following:

a Storage location both within the residential units and the site

b No. of bins and capacity in accordance with the Councils guidance

c Details of collection times and dates

d Management strategy in flatted development if bins are to be moved from storage to collection area where necessary

e Where a management plan is in place no bins must be left on the public highway

- Bins must not be left on the public footway in all cases as they pose a hazard for pedestrians
- Storage area doors must not open over the public highway / road.
- All storage areas should be screened.
- Bin storage areas must not be sited so as to obstruct sight lines for pedestrians, drivers and cyclists.
- Refuse and recycling facilities should be located in a convenient and accessible location within the site, avoiding, where possible, long and convoluted travel distances
- Refuse and recycling facilities should be located so as to be conveniently accessible by refuse operators in accordance with carry and push/pulling distances
- Bins should be in a separate storage area from bicycles.
- Bins should be stored inside the residential unit or at least enclosed. If bins are to be stored outside they should be secured in a compound.
- Waste storage areas should be of adequate height to allow the lids of containers to be fully opened; a minimum height of 2m is required.

6.5 Cycle Storage

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

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

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

6.5.4 Cycle storage within front gardens should be unobtrusive.

6.5.5 **Additional guidance for conservation areas**

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

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

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

6 Other alterations and considerations

6.6 Changes to front boundary

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

6.6.2 **Design principles**

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

6.6.3 **Additional guidance for conservation areas**

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

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

Fig 6.3: Unacceptable due to the poor quality of the boundary treatment

Fig 6.4: Existing original railings, gates and gateposts should be retained and refurbished

6.7 Trees

6.7.1 Planning policy recognises that trees have important amenity value and habitat significance and seeks their retention for those reasons. Before undertaking works to a tree, it is advisable to check whether it is protected. Tree Preservation Orders (TPOs) are in place to protect the best examples and nearly all trees in conservation areas are protected automatically. Details of TPOs and conservation area designations are available from the Council's website.

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

6.7.3 **Additional guidance for conservation areas**

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

6 Other alterations and considerations

6.8 Front gardens and forecourt parking

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

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

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

6.8.3 For the reasons outlined above the Council will generally resist turning front gardens into areas of hardstanding and/or car parking unless it can be demonstrated that no harm will result to amenity and local character.

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

- Permission should be obtained from the Council's Highways Department for a crossover.

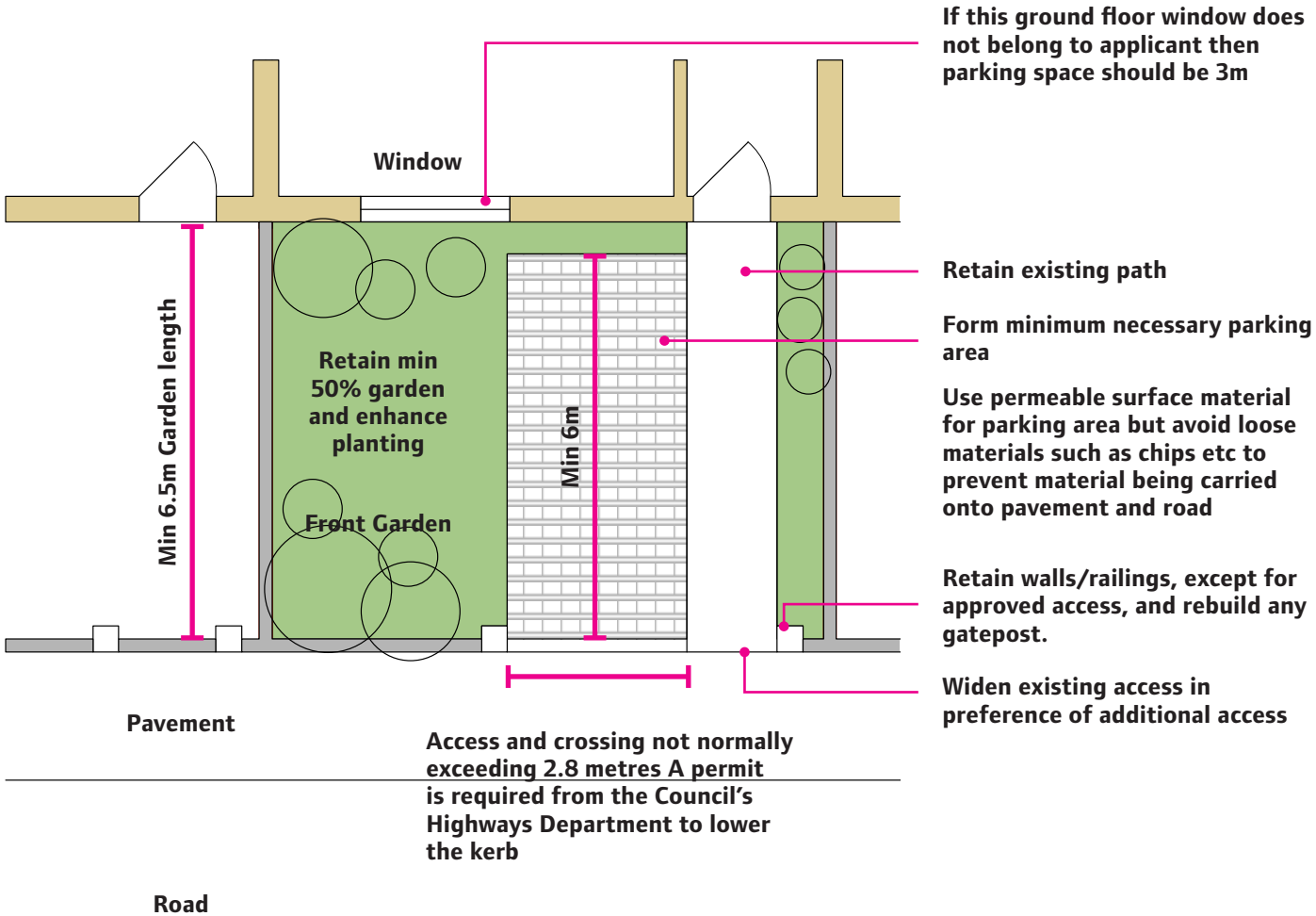
Fig 6.5: Unacceptable due to its harmful impact to the street scene

Fig 6.6: Where the principle of carparking is agreed, 50% of the garden should be retained as soft landscaping

- Permeable materials should be used, incorporating Sustainable Drainage Systems (SUDs).
- Gardens that have previously been replaced by impermeable hard landscaping must be returned to a porous paving surface with 50% of the garden planted.
- The choice of material should be complementary to the building itself.
- Any mature trees or planting should be retained.
- Possible pedestrian and vehicle conflict should be considered and minimised.

6.8.5 Additional guidance for conservation areas

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



Glossary

AMENITY

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

ARCHAEOLOGY

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

ARTICLE 4 DIRECTION

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

BIODIVERSITY

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

BUILDING LINE

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

BUILDING REGULATIONS

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

BULK

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

BUTTERFLY ROOF

Two parallel shallow pitched roofs meeting in a valley or gutter

CHARACTER

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

CILL

Horizontal piece of timber at the bottom of a timber-framed wall into which posts and studs are toned.

CONSERVATION AREA

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

CURTILAGE

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

DESIGN QUALITY

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

Glossary

ELEVATION

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

FORM

The shape or configuration of a building.

GENERAL PERMITTED DEVELOPMENT ORDER (GPDO)

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

GROUNDWATER

Water stored underground in areas of rock known as aquifers.

HABITABLE ROOMS

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

HIGHWAY

A publicly maintained road, together with footways and verges.

HIPPED ROOF

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

HISTORIC ENVIRONMENT

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

INFRASTRUCTURE

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

JULIET BALCONY

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

JAMB

The vertical face of an archway, doorway or window.

LAWFUL DEVELOPMENT CERTIFICATE

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

LAYOUT

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

LOCAL PLANNING AUTHORITY

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

LINTEL

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

LISTED BUILDING

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

MANSARD ROOF

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

MAISONETTE

A flat at more than one level.

MASSING

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

PERMITTED DEVELOPMENT RIGHTS

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

OPEN SPACE

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

OVERBEARING

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

OVER-DEVELOPMENT

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

OVERLOOKING

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

OVERSHADOWING

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

PASSIVE SOLAR HEATING

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

PILASTER

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

Glossary

PLANNING PERMISSION

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

PLANNING PORTAL

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

PHOTOVOLTAICS /PHOTOVOLTAIC CELLS

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

PLACE

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

PLANNING CONDITION

Condition attached to a planning permission.

PUBLIC REALM

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

QUOIN

1. Any external angle or corner of a structure.

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

RESIDENTIAL AMENITY

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

RENEWABLE ENERGY

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

REVEAL

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

ROOF PITCH

The angle of a roof

ROOF-LIGHT

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

STREET-SCENE / STREETSCAPE

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

SUBORDINATE

To serve under. Unequal

SUSTAINABLE URBAN DRAINAGE (SUDS)

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

SYMMETRICAL

Exactly the same on both sides.

TERRACING EFFECT

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

TOPOGRAPHY

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

TREE PRESERVATION ORDER

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

URBAN DESIGN

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