Minimum internal space standards

7.20 In 2015 the Government produced national internal space standards covering dwelling sizes and storage requirements[4]. Developers will need to take these into account when designing new residential developments.

Principle 7.6

As a minimum, the Council will expect new housing development to comply with the national internal space standards.

Adaptable Homes

7.21 The Council considers it important that homes are flexible enough to adapt to the changing needs of occupants over time. Lessons may be learnt from historic housing forms such as Victorian and Edwardian terraces, which have proved very adaptable to modern living.

The Council encourages applicants to consider applying the Lifetime Homes Standards to residential developments[5]. Lifetime Homes standards look to create dwelling spaces that are accessible, adaptable and flexible.

Principle 7.7

Buildings should be designed so that they have longevity and can be adapted over time.

Architectural detailing

7.22 Architectural detailing has an important role to play in setting the quality of a development. It is also important in setting or re-inforcing the character of an area.

7.23 Architectural details include windows proportions and style, doors, chimneys, eave lines, cills, window to wall ratios, string courses, corners, fenestration, roof overhangs, colour, materials, gables & hips, pediments and brickwork styles (Fig 7.5).

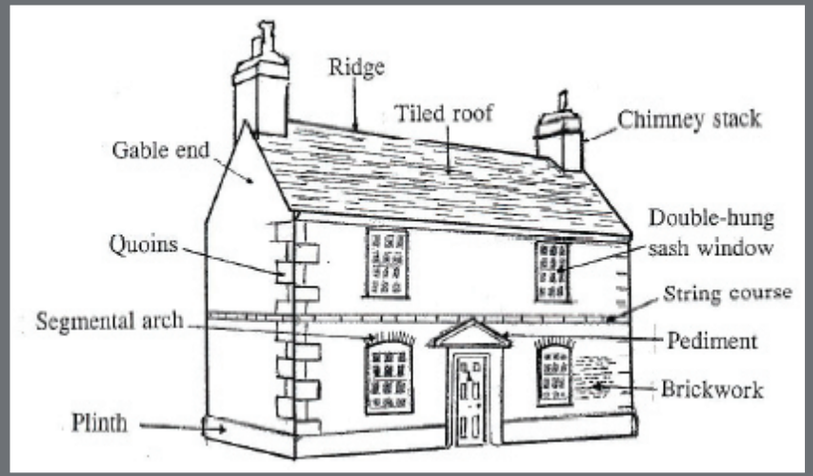


Figure 7.5: Pictorial glossary of architectural features to consider when designing built form

[4] DCLG; Technical housing standards – nationally described space standard; March 2015

[5] http://www.lifetimehomes.org.uk/pages/lifetime-homes-principles.html

7.24 The Council will expect developments to exhibit high quality architecture which reinforces the design vision for the scheme. The design should be carefully considered to create a rational, coherent whole with a visually pleasing balance of proportions. The use of high quality materials will be an added important element in creating an architecturally satisfying development.

7.25 Developments can take a contemporary or traditional approach and can be designed with formal or informal styles. Attention to detail is vital to ensure that a development is successful. Buildings where the elements have been well put together will be pleasing to the eye, will last well and will complement the spaces they face, whatever the style of architecture.

7.26 This Council values architectural honesty. Pastiche designs that incorporate a mix of historic styles and detailing will generally be resisted as this typically creates a confused, poor quality visual appearance that does not specifically relate to any specific building style or age. If a traditional/vernacular language is being applied it is important that details (such as windows and doors) are convincing. Where designers seek to mix architectural styles to create a contemporary approach, the Council will look for attention to detail and high quality with strong architectural justification for the proposals.

A confusing clash of building form and architectural detailing

Principle 7.8

Designers should use architectural detailing to create attractive buildings that positively contribute to the character and quality of an area. Buildings that employ architectural detailing that is unattractive, low quality or is not honest or legible will be resisted.

Windows

7.27 Windows are particularly important detailed features on a building. Designers will be expected to pay particular attention to window proportions, positioning, symmetry, frame thicknesses, recessing/projection and surrounding decoration (e.g brickwork arches). If a traditional vernacular design language is being applied it is important that details are as convincing, rather than paying lip service to tradition.

7.28 Window to wall ratios will also need to be considered. Public facing elevations that have large area of blank wall with limited amounts of glazing will be unacceptable.

7.29 Ground windows that are distinctly taller than fenestration on upper floors help to maintain balance and harmony and create pleasing compositions (Fig 7.6). Either recessing windows, or enabling them to project beyond a façade provides an elevation with articulation and visual richness.

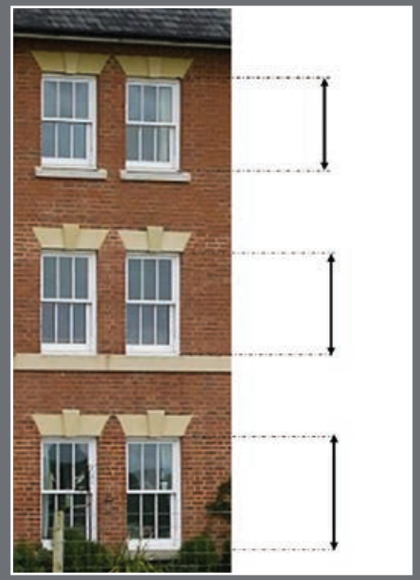


Fig 7.6: Taller ground floor windows

Examples of acceptable and unacceptable window detailing based on vernacular traditions

Symmetrical glazing that is well proportioned and taller on the ground floor than at upper levels

Principle 7.9

Window design visible in the public realm should be high quality and create visually balanced and harmonious compositions. Poor quality window design will be resisted, especially where it will be visible in the street scene

Large areas of blank wall with limited glazing should be avoided on elevations visible from the public realm.

8 AMENITY

8.1 Residential amenity, in the form of light, privacy, outlook and provision of outdoor amenity space, is a detailed but important design matter that has a very strong influence on the quality of resident's living environment.

8.2 New residential developments should provide future occupiers with high quality amenities and do not undermine the residential amenities of occupiers of neighbouring properties.

Privacy

8.3 It is important that people are able to enjoy a degree of privacy which makes them feel comfortable inside their dwellings and also able to enjoy their private outdoor spaces without feeling overlooked or overheard. Areas of particular sensitivity are habitable rooms, the first 3m of private space behind a rear elevation and balconies or terraces which are the sole source of private outside space for a home.

8.4 A number of design solutions for maintaining privacy in new development and with neighbouring properties are available:

- ***Distance***

  A minimum distance of 20m is this Council's generally accepted guideline for there to be no material loss of privacy between the rear of two storey buildings directly facing each other (i.e. a back to back relationship). For two storey rear to side relationships it may be possible to reduce the separation distance to 15m.

  However, there are instances where this minimum separation distance to maintain privacy may not be appropriate. Extra separation may be needed where there are significant changes in level between buildings, or where new development is greater than 2 storeys in height.

  Equally, in more compact contexts (in centre of towns and villages and infill plots), or where the development is single storey, it may not be appropriate to provide the conventional separation distances. Alternative design solutions to maintain privacy will be needed in such instances. Potential solutions include:

- ***Oblique angles***

  Positioning of buildings and angled windows to create oblique views are useful tools to reduce overlooking (Fig 8.1). Where buildings are angled at more than 30 degrees from each other separation distances can often be reduced to 15m. Angled windows need to be designed to maintain adequate light levels to the rooms they serve.

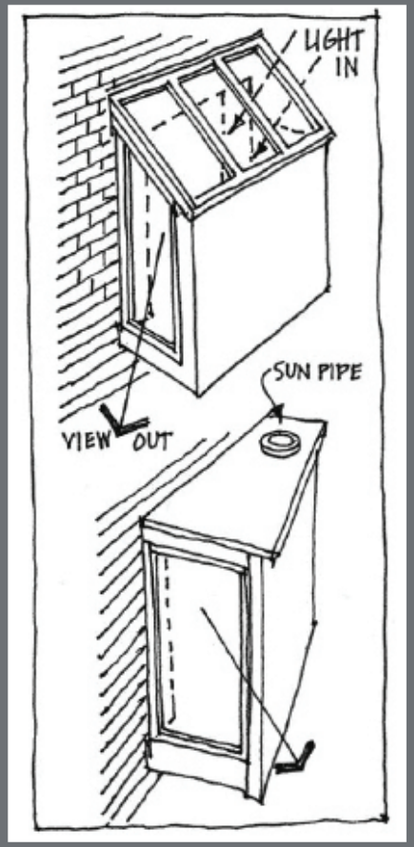


Fig 8.1: Oblique window solutions

- ***Window design***

  Roof lights, slit windows, high level windows and smaller vertically proportioned windows can be used to maintain privacy as well as provide adequate internal light levels.

- ***Obscure glazing***

  Obscure glazing will be appropriate for bathrooms and exceptionally can be considered for other rooms provided that there is clear glazing to another window in the room which does not overlook another property.

- ***Screening***

  Provided it does not create significant overshadowing small ground floor extensions, walls, fencing, hedges, trees and general landscaping can be used to provide screening to private spaces.

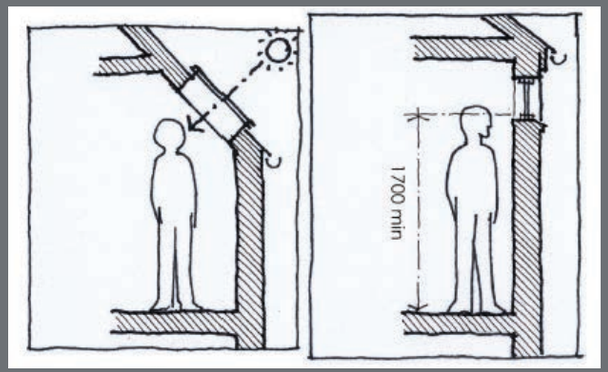


Figure 8.2: High level windows

Domestic kitchen lit by slit windows and rooflights

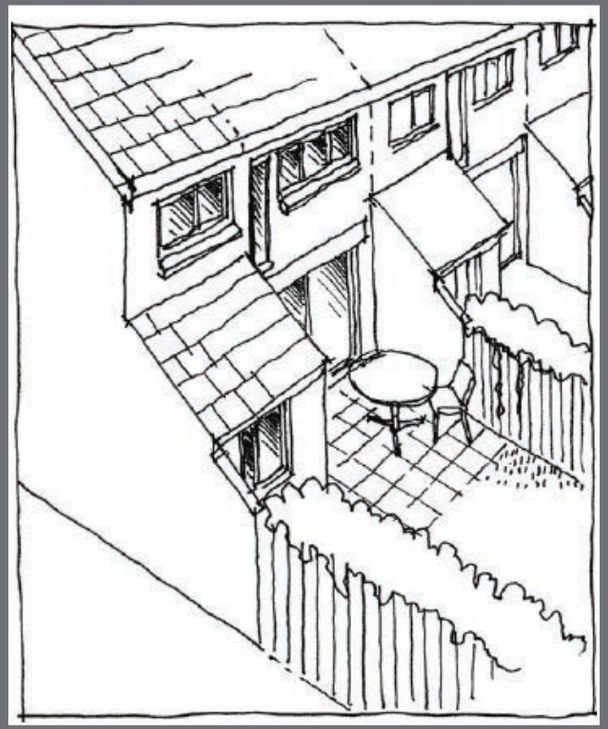


Fig 8.3: Screening provided by an extension and wall

- ***Gardens***

  Use of small front gardens can help maintain privacy for habitable rooms facing the street

- ***Room layout***

  Designing the internal layout to concentrate habitable rooms away from adjacent properties where overlooking may be an issue.

Principle 8.1

New residential development should be provided with a reasonable degree of privacy to habitable rooms and sensitive outdoor amenity spaces. Developments which have a significant adverse effect on the privacy of neighbouring properties will be resisted.

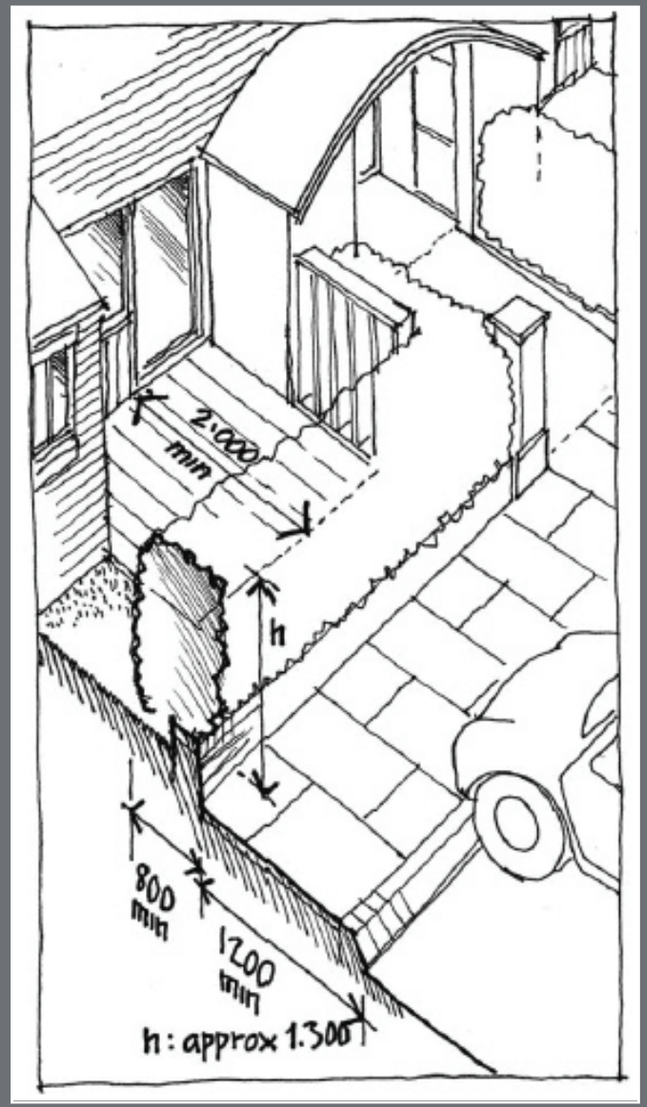


Figure 8.4: Small enclosed front gardens providing privacy to habitable rooms

Outlook

8.5 Although there is no right to a view, residents should be able to enjoy good quality outlook to the external environment from habitable rooms, without adjacent buildings, walls, parked vehicles or storage materials being overbearing or visually intrusive. Outlook from the home to exterior spaces keep people in touch with their wider surroundings, the prevailing weather and the rhythm of the day and seasons. Contact with nature and the social life of the community people live in has been shown to be important in maintaining human health and mental wellbeing.

8.6 A poor outlook relationship is caused when the height and bulk of a development, or the proximity of parked vehicles, dense high vegetation or storage materials, significantly dominate the outlook of a habitable room or area. Topographical changes can also create overbearing relationships and poor outlooks.

8.7 Poor outlook is also created when rooms are only served by:

- obscurely glazed windows;
- roof lights that only provide a small sky vista;
- Small oblique windows.

Such design solutions to provide outlook are considered inadequate and should be avoided.

Principle 8.2

All habitable rooms in new residential development should maintain at least one main window with an adequate outlook to external spaces where nearby man-made and natural features do not appear overbearing or visually intrusive.

Daylight and Sunlight

8.8 Daylight and sunlight animate and enhance resident's enjoyment of interior spaces. Good natural light reduces the energy needed to provide light for everyday activities, while controlled sun penetration can also help to meet part of the winter heating requirement.

Daylight access

8.9 It important for the maintenance of people's health and well-being to ensure that habitable rooms in people's homes are well lit by natural daylight to facilitate a range of daily activities. It is easy for people to manage light levels in dwellings if there is too much daylight but impossible to do anything about it if there is too little. Building Regulation requirements will set the standards for internal illuminations in new dwellings but it is also important that designers consider lighting of outdoor spaces and the impact of the development on the amount of daylight reaching habitable rooms and external spaces of neighbouring dwellings.

8.10 Design solutions to achieve good quality internal lighting of new homes include:

- providing glazing areas in habitable rooms that is not less than 20% of internal floor area of room;
- dual aspect dwellings (Fig 8.5);
- Ensuring habitable rooms are served by glazing that has a vertical sky component of no less than 27%.

8.11 One or all of these solutions may be required to ensure people will have comfortable light levels in their habitable rooms.

8.12 Potential design solutions to prevent material loss of daylight to neighbouring windows and overshadowing of habitable external spaces include:

- Applying a 25 degree vertical angle from a point 2 m above the floor at the façade is not obstructed. (Fig 8.6) This typically results in separation distances of 10m;
- Avoiding obstruction to light by ensuring that the centre of an existing window serving a habitable room does not fall within 45 degrees of a line drawn from the edge of an extension or a new development (Fig 8.7).

The 45 degree rule is applicable to 2 storey extensions. A 60 degree rule is typically applied by this authority for single storey extensions. Designers should note that the 45/60 degree rule is only an indicator and the acceptability of a development proposal will also be dependent on ground levels on site and the orientation of buildings.

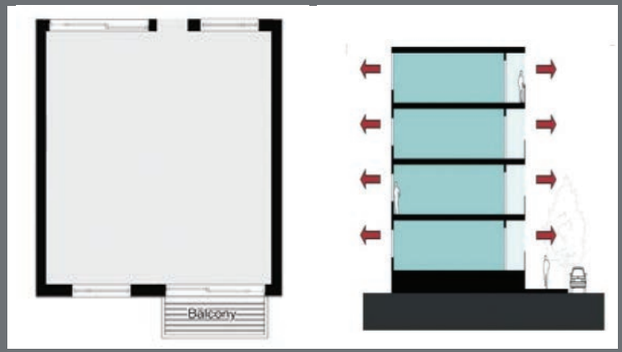


Fig 8.5: Elevation plan for a dual aspect one bedroom flat

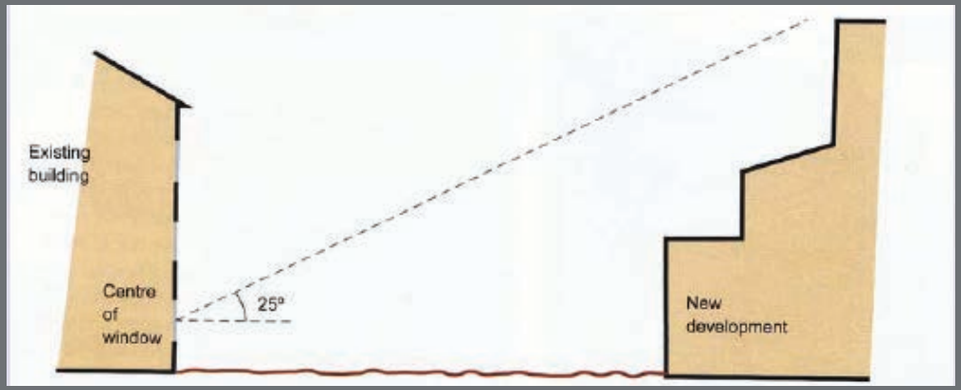
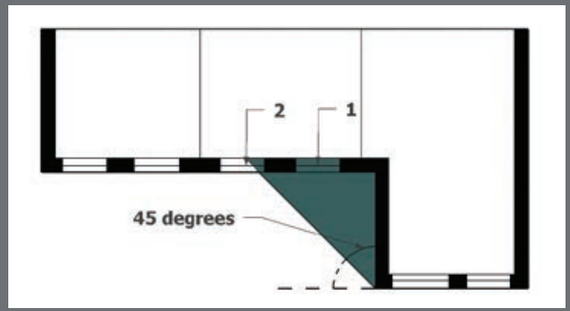
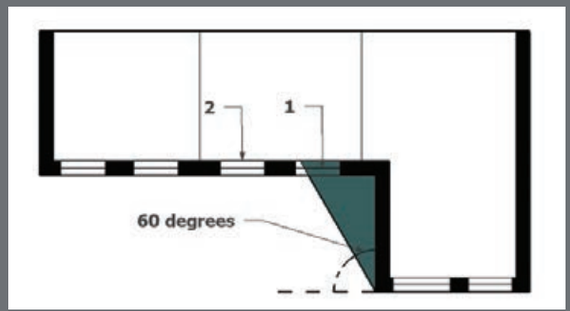


Fig 8.6: The 25 Degree Rule(Source: BRE Guide to Daylighting & Sunlighting)



Window 1 will be materially affected by light loss as the middle of the window is within the 45 degree line created by the proposed single storey extension.

As the 45 degree line does not pass through the centre of window 2 it would not be considered to be materially affected.



Window 1 will be materially affected by light loss as the middle of the window is within the 60 degree line created by the proposed two storey extension.

As the 60 degree line does not pass through window 2 it would not be considered to be materially affected.

Fig 8.7: The 45 Degree Rule (Source: BRE Guide to Daylighting & Sunlighting)

Sunlight access

8.13 Provided it can be controlled, people love sunlight and likewise, its absence has a damaging effect. Not only does sunlight have beneficial health effects for people, it also has the potential to reduce energy consumption in homes. Neighbours will often be particularly distressed if new development threatens their existing private sunny spaces.

8.14 Accordingly, when drawing up their plans developers should consider the needs of both new and existing neighbouring development to have sun access in habitable spaces. This includes both indoor and outdoor spaces. The needs for people who spend a large proportion of their day indoors, including older people, demand particular consideration.

8.15 Potential design solutions to provide good quality solar access include:

- Providing for direct sunlight to enter at least one habitable room for part of the day through-out the year. Dual aspect dwellings will assist with this.
- Providing private external spaces (patios, gardens, balconies, roof terraces) that receive direct sunlight for part of the day in the period between 1st April and 30th September.

8.16 Sunlight has a significant impact on thermal comfort and energy consumption. In winter it can make an important contribution to heating, but excessive solar gain can cause discomfort in summer. Careful design can control sunlight to maximise the benefits of solar access whilst minimising overheating. Further information on passive and active solar design is contained in Section 7.

8.17 Where there is doubt about the quality of daylight or sunlight access to new dwellings, or the maintenance of light access to existing neighbouring development, developers may be required to produce plans illustrating sky components and shadow paths at the winter solstice and spring/autumn equinox.

Principle 8.3

The occupants of new dwellings should be provided with good quality daylight and sun access levels to habitable internal rooms and external spaces.

Dual aspect dwellings are strongly encouraged. Where single aspect dwellings are proposed, developers should demonstrate how good levels of ventilation, daylight and sun access will be provided to habitable spaces. Single aspect residential units that are north facing should be avoided.

Developments should not result in occupants of neighbouring dwellings suffering from a material loss of daylight and sun access.

Private outdoor amenity space

8.18 This Council considers the provision of high quality, private open space to serve homes to be a necessity. This form of space serves a number of important household functions including allowing people enjoying contact with nature as part of their home life, clothes drying, growing food and pursuing domestic leisure activities.

8.19 In the context of increasing intensification of residential development and the specification of minimum internal space standards, it is important to ensure that this private outdoor amenity space is provided in adequate amounts and is of a high quality. Accordingly, the Council has established minimum space standards for the provision of external private amenity space in all forms of property. Developers will be encouraged to exceed these standards where the site allows for this. Where developments are not able to meet the minimal outdoor amenity space standards the Council may consider accepting lower standards provided this is robustly justified and it can satisfy itself that the outdoor amenity space provided will be of a very high quality.

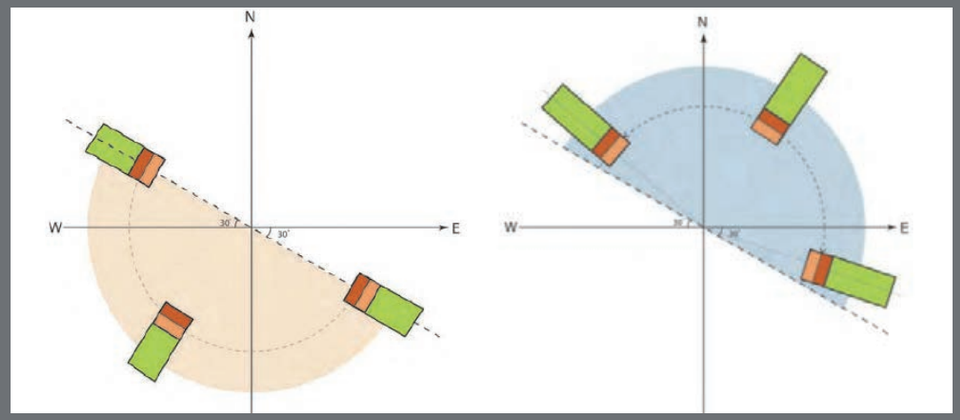


Fig 8.8: Differing garden space requirements depending on orientation

Private outdoor amenity space standards for houses

8.20 The amount of garden space (including front, side and rear spaces) may vary widely but new developments must provide for a minimum amount of private amenity space in the form of gardens. The minimum amount will vary depending on the orientation of the house. Homes with private amenity spaces facing predominantly north will need to provide larger private gardens than those facing the sun with a predominantly southern orientation (Figure 8.8 & Table 8.1).

Outdoor amenity space standards for flats & maisonettes

8.21 Given the benefits of people having access to good quality private outdoor amenity space, especially in more intense living environments, the Council will expect developers of flatted proposals to provide high quality outdoor amenity space which is an important visual and functional focal point of the design.

Principle 8.4

Table 8.1 : *Minimum outdoor amenity space size standards for houses (sq m)*

House size	Minimum standard/unit for outdoor amenity spaces facing predominantly south (sqm)	Minimum standard/unit for outdoor amenity spaces facing predominantly north (sqm)
1 bed	40	50
2/3 beds	55	65
4+ beds	70	85

Private outdoor garden spaces should:

- **Be roughly rectangular in shape;**
- **Screened by fences or walls to provide privacy;**
- **Receive direct sunlight;**
- **Able to accommodate bin and cycle storage;**
- **Not be heavily overshadowed by trees and tall hedges;**
- **Directly accessible from habitable rooms;**
- **Have level access from the home.**

Garden spaces that are separated from the dwellings they serve will generally be resisted.

Roof top courtyard with barge BBQ area & access to sustainable Community Garden full of home grown fruit & vegetables

A high density scheme with generous communal space and balcony provision

All too often balcony spaces are provided but are rendered unusable due to their small size, orientation to the north or proximity to highly trafficked and noisy roads.

Communal amenity space

8.22 Designers should provide attractive communal amenity space which serves all residents. All too often, communal amenity spaces in flatted developments become neglected, unused low quality spaces which serve flat occupants poorly and make little positive contribution to townscapes.

8.23 Where space at ground floor level is limited, innovative solutions such as the provision of communal garden space at first floor levels or above will be encouraged.

Principle 8.5

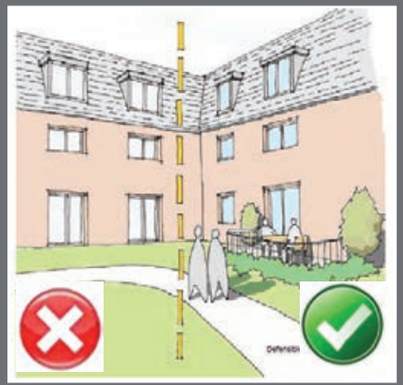
A minimum of 10sqm of communal open space per flat should be provided. This should be:

- **connected to the building,**
- **easily accessible to all residents,**
- **screened from public view,**
- **free of vehicles, and**
- **located to receive sunlight for a substantial part of the day.**
- **Actively overlooked to provide surveillance and security**

Private amenity space for flats

8.24 Private outdoor amenity space on flatted developments is also considered important, especially in tight urban environments and the Council will expect this space to be provided, particularly in new build developments. Private communal space can take the form of small contiguous gardens for ground floor flats and private balconies for flats above ground (Figure 8.9).

8.25 In many respects, this private outdoor space is considered more important for people than communal space and thus it is important that it is high quality. Equally it is important that this private outdoor space does not compromise the privacy of adjoining dwellings.



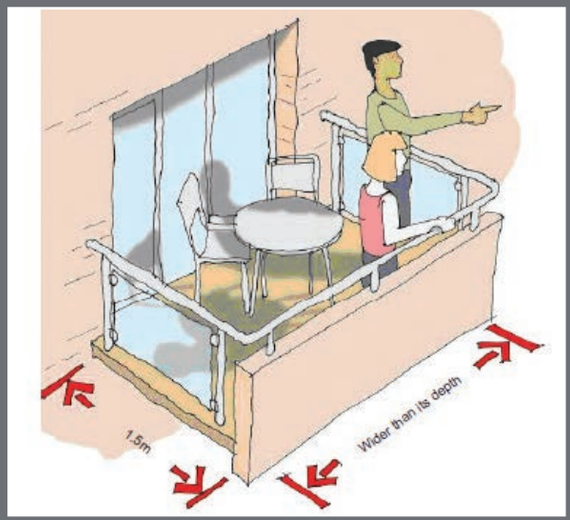


Fig 8.9: Minimal standards for private outdoor amenity space in flats

Principle 8.6

Flatted developments will be expected to provide private outdoor amenity space for each unit.

All ground floor flats should have access to a well-defined private area of amenity space which:

- **directly adjoins and is accessible from the flat;**
- **Has a minimum depth of 3m;**
- **Is the same width of the dwelling it serves;**
- **Is clearly identified by boundary treatments, including railings, low wall or a hedge;**
- **Has a privacy screen between dwellings.**

Unless conservation, privacy or heritage issues negate against the use of balconies, all flats above ground floor should be provided with balconies which:

- **Are a minimum of 1.5m deep;**
- **Are wider than their depth;**
- **Provide for privacy. Screens, recesses and orientation are potential design solutions to provide for this.**

Predominantly north facing balconies with no access to sunlight during the year, or balconies in close proximity to adjoining main roads which will be materially affected by noise and air pollution will not be considered to have fulfilled the obligation to provide outdoor amenity space for flat occupants.

Private outdoor amenity space standards for Residential Care Homes

8.26 Residential Care Homes will be expected to provide private amenity space at the same level as flatted developments.

Principle 8.7

Usable, high quality private outdoor amenity space will be required for all new Residential Care Home developments.

9 CURTILAGE DEVELOPMENT

Boundary treatments

9.1 Boundary treatments are important in helping to define defensible space, establishing the boundaries between public and private space and setting the character of a street.

9.2 Strongly defined boundaries help to convey entitlement, clear ownership and maintenance responsibility, privacy and home security. The absence of clearly defined boundaries, between public and private space can lead to confusion over ownership and responsibility leading to neglect and poor quality spaces between buildings and public realm.

9.3 The cumulative effect of boundary treatments in a street is a very significant component of street character and quality. Good quality boundary treatments define the pattern of plots and frontages along a street and create visual interest through the provision of rhythm and variety of materials and form.

A good mix of different boundary treatments helping to define the plots and create a strong unified character.

Inactive, unrelieved wooden fencing that deadens the street scene.

9.4 Poor quality boundary treatments erode street character and quality and can create environments that feel unsafe. This can result from:

- A lack of strong front and side boundary treatments;
- Absence, or very weakly present boundary treatments;
- Partial removal of boundary treatment to accommodate parking;
- Erosion of existing boundary treatments by the insertion of ill-considered new styles of treatments that are out of keeping;
- Long unbroken stretches of high, blank walls or fences;
- Use of poor quality boundary treatments materials (e.g. close boarded fencing) fronting public realm areas.

9.5 Given the importance of boundary treatments in setting the quality of a development and streetscene the Council will expect developers to consider this aspect of their designs very carefully and provide a high quality design response. Particular consideration will need to be given to boundaries which are visible in the public realm. Figure 9.1 illustrates the typology of boundary treatments to public realm areas that the designers should draw upon when developing their schemes.

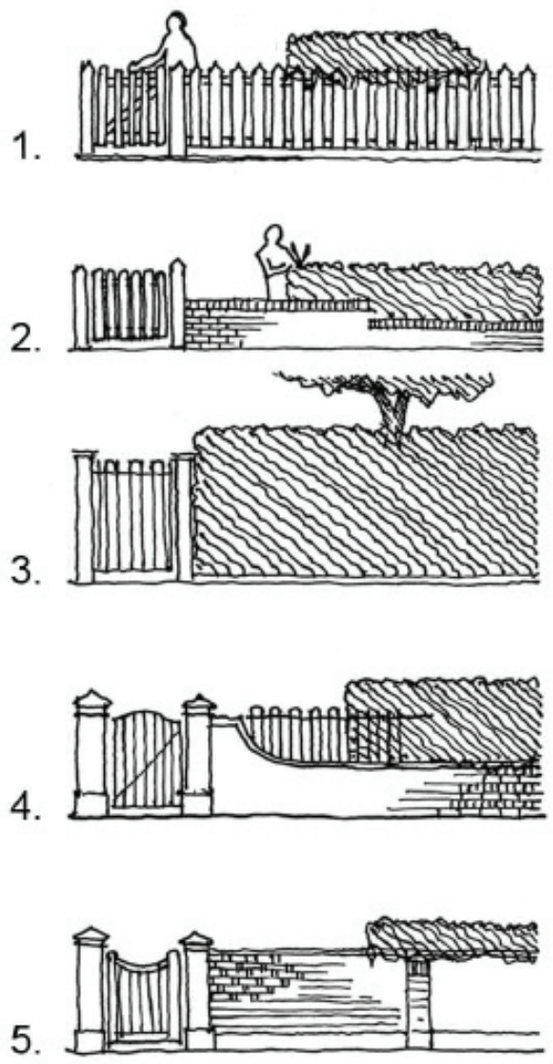
9.6 Where existing boundary treatments make a consistent and positive contribution to the character of the street, this design should be adhered to.

Principle 9.1

All boundary treatments in residential developments will be expected to be high quality and reflect the character of the development and the surrounding context.

Treatments to the public realm will be expected to be visually interesting and very high quality. Long lengths of unrelieved hard boundary treatments will be resisted.

Wooden shiplap or panel fencing is considered an unacceptable boundary treatment when visible from the public realm.



1. **Picket fence:** usually in village setting. Matching timber gate
2. **Low wall with hedge:** usually in suburban contexts
3. **Full height hedge:** usually in well established suburban settings. Often associated with extensive tree planting, creating a predominantly 'arcadian' streetscape. Timber or railing gates.
4. **Wall with railings and/or hedge:** usually with substantial gate piers and the wall 'swept' to full height at the piers. Mainly in towns or well established suburbs although sometimes at a large house or village.
5. **Full height wall:** usually with substantial gate piers and intermediate piers. Brick (English garden wall bond is appropriate) with copings. Mainly in towns or well established suburbs.
6. **Full height railings:** a 'formal' boundary usually appropriate in town contexts.
7. **Full height close boarded fence:** normally more appropriate as side or rear boundary. This can present a 'dead' frontage to a streetscape.
8. **Some other design solutions: (a)** thick and thin alternate open boarded fence. Visually more attractive and less wind resistant than close boarded full height fencing and less formal than railings. **(b)** railings set behind hedge planting to give a softer appearance.

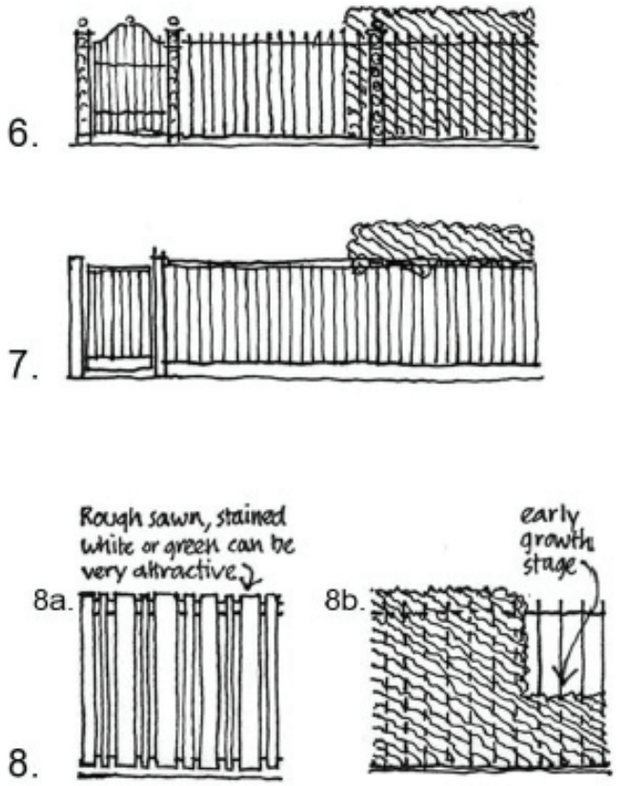


Figure 9.1: Potentially acceptable forms of boundary treatments to public realm areas

Provision for Cycles, Bins & meter cabinets

Waste and recycling storage

9.7 It is important that the design of bin storage is considered at an early stage in the design process.

9.8 The Borough currently has a fortnightly domestic waste collection service. Normal householder bins are as follows:

9.9 Shared bins may need to be provided in flats or care homes.

9.10 It is important that the waste storage requirements are handled in purpose built spaces that are sufficient in size, easily accessible and which do not generate offensive smells or negatively impact on street scenes.

9.11 The Council's strong preference is for refuse storage areas to be located to the rear or side of dwellings where they are invisible in the public realm. Bin stores in front of dwellings, even when well screened have a poor negative visual impact on the street.

Dark green food waste collection container (23L) (outdoor)

- Width: 13" (330mm)
- Depth 16" (410mm)
- Height 18" (460mm)
- Height (lid open) 30" (765mm)

Recycling bin (240L as standard)

- Width: 23" (585mm)
- Depth 30" (755mm)
- Height 43" (1100mm)
- Height (lid open) 60" (1525mm)

Refuse bin (180L as standard)

- Width: 20" (505mm)
- Depth 30" (755mm)
- Height 43" (1100mm)
- Height (lid open) 60" (1525mm)

9.12 Early discussion with the LPA during pre-application discussions is recommended so that waste management is considered as an integral part of the design process.

Discrete sustainable bin store design adding to green infrastructure

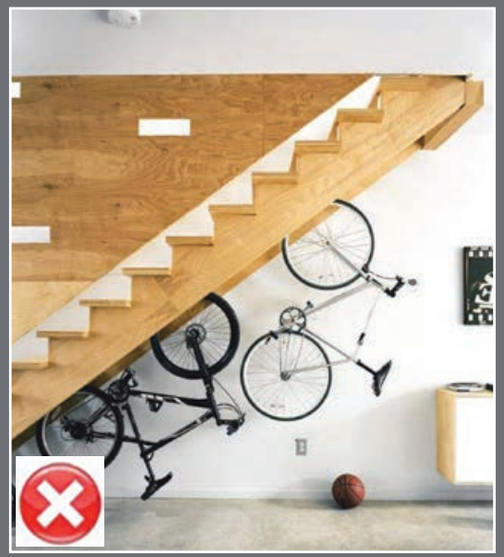
Waste storage provision that dominates the street scene

Cycle storage

9.13 This Council actively supports the development of cycling as a sustainable transport mode. Good quality space to accommodate the storage of bikes is expected to be specifically designed in at an early stage for each dwelling. This can be external or internal space but it is important that cycle parking is additional to space used for other uses, e.g. balconies, lobbies and hallways. Cycle storage facilities on balconies or in hallways will not be acceptable.

9.14 Cycle storage facilities should be easily accessible to occupiers and wherever possible, be integral to the design of the residential development. Where external cycle facilities are provided they should be constructed of durable materials, relate to the design of the main residential building, be easily accessible and not have a detrimental impact on the street scene.

Cycle storage solutions that reflect and blend in with the house design



Awkward & difficult to access storage of cycles, using valuable indoor space

Meter cabinets

9.15 It is recognised that utility companies prefer meter cabinets to be located on external elevations that are easily accessible from the street. However, it is also important that the meter cabinets do not undermine the attractiveness of buildings and the street scenes by virtue of their design and positioning.

9.16 Meter boxes need not be standard white units and the council would encourage a bespoke approach that fits in with the character of the building they are positioned on and the wider area. However, they should be designed to and positioned to ensure a balance between accessibility and unobtrusiveness.

Principle 9.2

All new residential development will be provided with meter cabinets and space for storage of cycles & bins in a manner that functions well and does not compromise the visual amenities of the building and street scene.

Cabinet design that blends with the house materials

Visually dominant meter cabinets that are unattractive features on the building and in the street scene

Hardstanding and vehicle cross-overs

9.17 If not carefully designed, driveways and hardstanding areas can create hard, unattractive environments that break down the rhythm of plot definitions and landscaping, increase flooding and reduce biodiversity.

9.18 Provision of new vehicle crossings can result in a loss of front boundary definitions and if inadequate space is available in front of a dwelling for parking, result in vehicles:

- hanging over pavement areas, potentially causing problems for pedestrians; or
- lying hard up against habitable rooms, affecting outlook.

9.19 It is important for this Council that new vehicle crossings and areas of hardstanding on residential properties do not contribute to a deterioration of the streetscene, a loss of biodiversity, reduced pedestrian safety or increased flooding.

9.20 Potential solutions for minimising adverse impacts of hardstanding include:

- using porous materials such as gravel or blocks;
- keeping driveways and parking areas only as large as necessary;
- Integrating areas into the overall landscaping schemes;
- Ensuring the spaces is enclosed as much as possible by soft planting, walls or other boundary treatments which are in keeping with the character of the area.

Principle 9.3

New hardstanding areas will be expected to be constructed in porous materials and cover only the minimum space necessary. Hardstanding that is not designed as part of a soft landscaping scheme, or which results in a deterioration of the streetscene, will be resisted.

Hardstanding areas that dominate the front of the properties and have resulted in the loss of soft landscaping and plot enclosure

Enclosed green approaches to hardstanding that make positive contributions to the street scene and help to reduce the potential for flooding

10 FURTHER GUIDANCE FOR SPECIFIC TYPES OF DEVELOPMENT

10.1 This section provides additional guidance for those looking to extend or alter their existing homes

Extensions

General guidance on extensions

10.2 Extensions to houses, both individually and cumulatively can have a profound effect on the appearance of an area and on the amenities enjoyed by the occupiers of adjoining properties.

10.3 Inappropriately designed extensions can result in a loss of privacy, be overbearing and over shadow adjoining properties. Section 9 sets out a series of design solutions that designers of extensions can use to ensure that neighbour amenities are protected.

10.4 Extensions also have the potential to erode garden spaces and gaps which contribute to visual amenity and character. Designers should pay careful attention to the character of the area and the nature of the gaps between buildings and plot boundaries.

10.5 Extensions also need to respect the main building they relate to in terms of style, form and detailing. They also need to be subordinate.

10.6 Design solutions to achieve subordination and consistency in extensions include:

- Using lower ridge heights, setbacks and extensions widths no more than half the width of the existing dwelling;
- Using the existing building as the main reference point for appearance, materials and details such as ridge, verge and eve finishes, head and cills, brick coursing, dressing and quoin work;
- Using a roof form &slope that reflects the main building. Flat roofed extensions will generally be resisted;
- Matching window style, form and positioning ;
- Matching brickwork of the existing house in terms of colour, type, size and brick bond and mortar joints;
- Matching roofing materials in terms of colour, type, size;
- Copying windows, joinery and doors detailing in terms of design, proportions, recessing and positioning.

Principle 10.1

Extensions should not result in a material loss of amenity to neighbouring properties as a result of overshadowing, eroding privacy or being overbearing.

Extensions which erode garden spaces and gaps which contribute to visual amenity and character will be resisted.

Extensions will be expected to be subordinate and consistent with the form, scale and architectural style & materials of the original building. Developments that are over-dominant or out of keeping will be resisted.

A building with two extensions that do not follow the design of the main dwelling in terms of window style, string course and brick colouring

10.7 The following sections provide specific, more detailed guidance for common forms of extensions to houses.

Front extensions

10.8 Although consideration needs to be given to amenity issues, the primary consideration for the design of front extensions (including porches) will be the impact on the streetscene and local character.

10.9 Generally front extensions will only be acceptable where the building is set well back from the street frontage in a large plot, or where the building is set back further from the street than the prevailing building line.

Principle 10.2

Front extensions should not protrude too far forward from the main building line, or be prominent in the street scene. Two storey front extensions will only be acceptable where the building is set well back from the street.

Side extensions

10.10 Amenity issues and impact on the street scene and local character are both important considerations for the design of side extensions.

10.11 Side extensions should remain subservient to the main building and maintain the design of the original main building (Fig 10.1).

10.12 In many areas of Surrey Heath gaps between buildings are important components of street scenes and the character of the area. Locality specific design documents for the Borough should also be consulted when designing side extensions as they will often identify and detail the nature of important gaps in residential areas. Gaps between buildings are also important for amenity reasons. Typically, a gap of 1m from a building side to the boundary is needed to allow for adequate servicing and rear access.

Figure 10.1: Acceptable and unacceptable side extension designs

Principle 10.3

Side extensions should not erode neighbour amenities or the character of the street scene and local area. Proposals should remain sympathetic and subservient to the main building and not project beyond the building line on the street.

Important gaps between buildings should be maintained. A minimum gap of 1m between the building and the side boundary should normally be retained to provide for access and servicing.

Rear extensions

10.13 Amenity issues will be the primary considerations in the design of rear extensions.

10.14 Rear extensions should be sympathetic and subservient to the original design of the building (Fig 10.2). Particular regard needs to be given to potential overshadowing and loss of privacy, outlook and light of adjoining properties. This is especially important with 2 storey extensions which can create an unacceptable sense of enclosure or have an overbearing impact (Fig 10.3).

10.15 Use of flat roofed rear extensions as balconies will not generally be acceptable.

Principle 10.4

Rear extensions should not materially erode neighbour amenities. Proposals should be sympathetic and subservient to the design of the main building. Eaves heights of single storey extensions should not exceed 3m within 2m of a side or rear boundary.

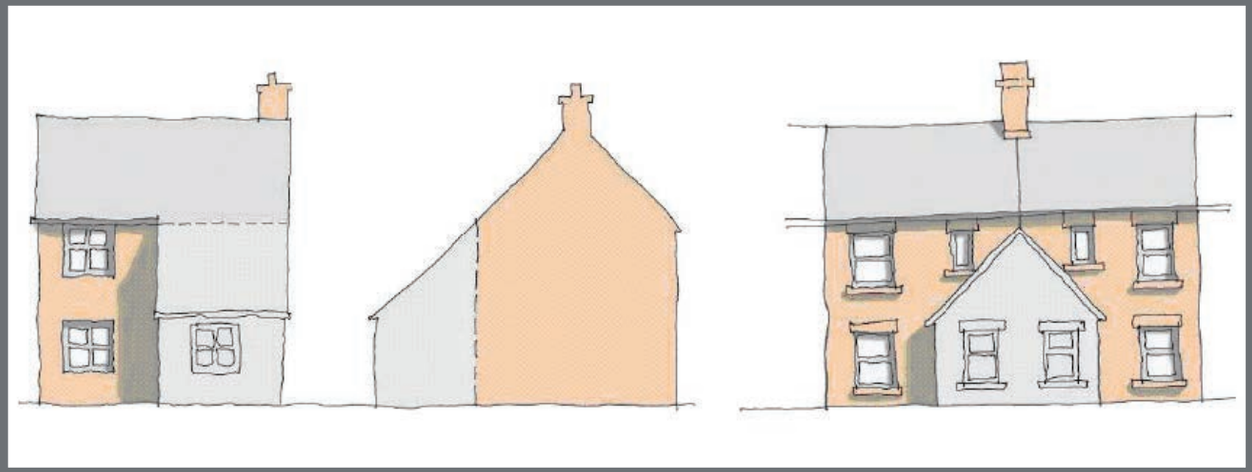


Fig 10.2: Sympathetic single storey rear extensions

Figure 10.3: An oversized two storey rear extension that results in a loss of light and has an overbearing impact on the adjoining property

Roof alterations (including dormers)

10.16 Additional residential space in existing dwellings can sometimes be created by altering and increasing roof spaces through the use of dormers, roof lights and extension of gables and ridge and eave heights.

10.17 Changes to roofscapes can be particularly prominent in the streetscene and it is important that their design is well considered and high quality. In conservation areas, or locations where overlooking would be material, roof alterations may not be appropriate.

10.18 Acceptable design solutions for converting roof spaces include:

- Positioning dormer windows within the main roof, by being set back from eaves, hips and ridgelines (Fig 10.4);
- Ensuring dormers do not dominate the roof or existing building. They should be the same size or preferably smaller than the windows below and occupy no more than half the width or depth of the roof slope (Fig 10.4);
- Aligning dormers with windows below (Fig 10.5);
- Keeping dormer cheeks as narrow as possible and finished in lead, tiles, slates or other traditional materials;
- Using gable end extensions where full gables are part of the existing street character;
- Raising roof and eave heights only where buildings in the local context are significantly taller;
- Using roof lights that are flush with the roof slope and located on rear roof slopes. Roof lights should not dominate roofscapes that are visible in the street scene.

Principle 10.5

Roof alterations should be sympathetic and subservient to the design of the main building and not undermine streetscene or local character. Dormers must be set back from the sides and ridgeline of the roof and not occupy more than half the width and depth of the roof slope.

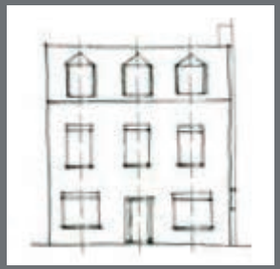


Figure 10.4: Dormer windows need to complement and align with the fenestration of the façade

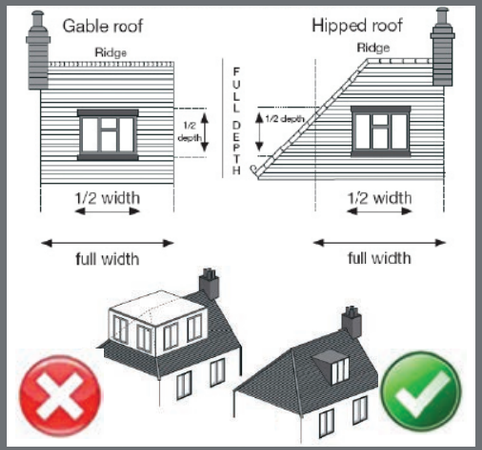


Figure 10.5: Dormers should be of an appropriate size and position

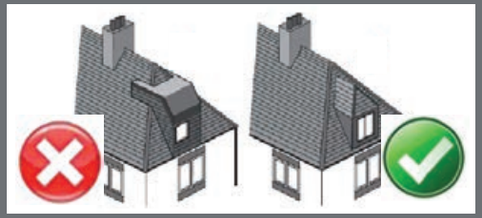


Figure 10.6: Relationship to existing roof design and bulk is important

11 RESIDENTIAL DESIGN CHECKLIST

11.1 A checklist will be used by Surrey Heath when assessing the design of a residential application. It is recommended that developers use the checklist set out in Table 11.1 at an early stage in the design process to help inform the development of the design.

11.2 Applications for residential development of 10 or more units (net) will be expected to include a fully completed copy of the Checklist in their application.

Table 11.1 Residential Design Checklist

Check point		YES	PARTIALLY with design justification provided	NO with design justification provided	NO with no design justification provided	N/A
1	Has the development addressed the Council's 4 strategic design themes? (Section 4)					
2	Is the design vision and development concept clearly set out in the Design & Access Statement? (Section 5)					
3	Has a plot plan showing the extent of public and private ownerships been provided to support the application? (Section 5)					
4	Does the development connect into the local network of streets & green spaces and provide a legible internal street layout that is direct, safe and gives priority to pedestrians & cyclists? (Section 6)					
5	Have the streets been provided with a good sense of enclosure (Section 6 & 7)					
	Does the layout and building form & detailing provide an attractive townscape? (Section 6 & 7)					
6	Are shared surfaces short and designed with vulnerable users as the priority, rather than cars? (Section 6)					

Check point		YES	PARTIALLY with design justification provided	NO with design justification provided	NO with no design justification provided	N/A
7	Does the density of the development make the most efficient use of the site without compromising amenity and local character? (Section 6)					
8	Does the development provide a mix of densities, housing forms, sizes tenures and use mixes? (Section 6)					
9	Do the new plots reflect the rhythm of plot layouts in adjoining/surrounding areas? (Section 6)					
10	Are the parking layouts subordinate to the development, plot and streetscene? (Section 6)					
	Do parking layouts create/maintain active frontages and reflect the sylvan identity of the borough? (Section 6)					
11	Is public/private space ownership clearly defined by strong boundary treatments. (Section 6 & 9)					
12	Does the development create positive building lines, or maintain those that already exist? (Section 7)					
	Has optimal use been made of passive solar design? (Section 7)					

Check point		YES	PARTIALLY with design justification provided	NO with design justification provided	NO with no design justification provided	N/A
13	Does the scale, height, footprint, setbacks and massing of the development reflect the surrounding context? (Section 7)					
14	Does the roof form make a positive contribution to the street scene? (Section 7)					
15	Is the development adaptable over time and does it at least provide at least the national minimum internal space standards? (Section 7)					
16	Do the architectural details (windows, doors, chimneys, brickwork, cills, string courses, gables, hips, fenestration, colour eave lines etc) create an attractive building that is legible, symmetrically balanced and which contributes positively to the quality of an area? (Section 7 & 10)					
17	Has the development been designed to provide the new occupiers of development, and their surrounding neighbours with adequate levels of privacy, light, sunlight and outlook? (Section 8 & 10)					
18	Does the development provide at least the minimum levels of outdoor private amenity space? (Section 8)					

Check point		YES	PARTIALLY with design justification provided	NO with design justification provided	NO with no design justification provided	N/A
19	Are boundary treatments high quality and reflective of local character, especially those fronting public realm areas? (Section 9)					
20	Have cycle & bin storage and meter cabinets been designed to be subordinate in the street scene, function well and be attractively integrated with the development? (Section 9)					
21	Have new vehicle cross overs and hard standing areas been designed to minimise impacts on the street scene, particularly in relation to soft landscaping, extent of hard surfacing and the number of entrances? (Section 9)					
22	Is the extension subordinate to the main building and consistent with its scale, form and architectural and material detailing? (Section 10)					
23	Is the roof alteration sympathetic & subservient to the design of the main building (Section 10)					
24	Are dormers set back from the sides and ridgeline of the roof & not occupying more than half the width and depth of the roof slope? (Section 10)					

GLOSSARY

Active frontages	Elevations that add interest, life and vitality to the public realm through the use of frequent doors and windows, narrow frontage buildings, articulation of facades with projections and lively internal uses visible from the outside or spilling onto the street.
Building line	The line formed by elevations of buildings along a street. Building lines can exist along the front and rear of a line of buildings.
Bulk	The combined effect of the arrangement, volume and shape of a building or group of buildings. Also called massing.
CSDMP DPD	Core Strategy & Development Management Policies Development Plan Document
DAS	Design and Access Statement
Daylight	Volume of natural light which enters a dwelling to provide satisfactory illumination of internal accommodation between dawn and dusk
DCLG	Department of Communities and Local Government
Density	The number of buildings or floorspace in relation to a given area of land. In this Guide, density is more than just the number of residential units/ha.
Design Principle	An expression of one of the basic ideas guiding the design of a development.
D:SE	Design South East
Dual aspect dwelling	A dual aspect dwelling is one with opening windows on two external walls, which may be on opposite sides of the building or around a corner.
Focal point	A building, structure, tree or other element that stands out from its background by virtue of height, size or some other aspect of design.
Grain	The pattern of the arrangement and size of buildings and their plots in a settlement and the size of street blocks and junctions.

Habitable rooms & areas	Defined as living and dining rooms, conservatories, kitchen, bedrooms and those frequently used garden areas such as patio's close to the house.
Human scale	The use within development of elements that relate well in size to the biology of an individual human being and their assembly in a way that makes people feel comfortable rather than overwhelmed.
Larger schemes	Residential schemes with 50 or more new units (net)
Layout	The way buildings, routes and open spaces are placed in relation to each other.
Lifetime Homes	This refers to 16 design criteria that together create a flexible blueprint for accessible and adaptable housing in any setting. The standard is managed by Habinteg Housing Association and the criteria are set out in full on www.lifetimehomes.org.uk.
Public realm	Includes streets, cycle links, footpaths, open spaces, play areas, street furniture and public art.
Private realm	Those spaces that belong to or are controlled by the occupier of individual or groups of dwellings. These include front, side and rear garden areas, parking courts and separate pedestrian links where they have been designed to connect private space; such as the rear of terraces.
Scale	The impression of a building when seen in relation to its surroundings, or the size of parts of a building or its details, particularly as experienced in relation to the size of a person.
Sense of Place	Features that create local distinctiveness
SHMA	Strategic Housing Land Availability Assessment
SPD	Supplementary Planning Document
Sunlight	Direct light from the sun
Vertical Sky Component	The Vertical Sky Component (VSC) is a measure of the amount of visible sky available from a point on a vertical plane. The reference point used for the calculation is usually the centre of the vertical face of the window.