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# RESIDENTIAL EXTENSIONS

## A Guide to Good Design

### SUPPLEMENTARY PLANNING GUIDANCE II



October 2002

Borough Council of Wellingborough

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# **RESIDENTIAL EXTENSIONS - A GUIDE TO GOOD DESIGN SUPPLEMENTARY PLANNING GUIDANCE**

## **1.1 PURPOSE OF DOCUMENT**

This document has been prepared by the Borough of Wellingborough Council to provide guidance on residential house extensions. The guidance expands on Policy G1 set out in the adopted Borough of Wellingborough Local Plan. It is aimed at architects/architectural technicians and residents of the Borough to help when planning extensions by identifying key points to consider in order to achieve a successful design. These principles are relevant throughout the Borough.

## **1.2 STATUS OF DOCUMENT**

This document was adopted as Supplementary Planning Guidance on 30<sup>th</sup> October 2002. Consultation on a draft of the guidance was undertaken during May and June 2002. A statement of the consultation undertaken, the comments received, the representations received and the Council's response is available in a separate document. While only the policies in the development plan (referred to in 1.1 above) have the special status provided in the Planning Acts the SPG will be taken into account as a material consideration when determining planning applications. This guidance replaces the original Supplementary Planning Guidance note II – Extensions to dwellings, adopted in 1999. A series of other Guidance Notes is available which may also be relevant to your proposal:

- SPG I – Trees on Development Sites
- SPG III – Mobility Housing
- SPG IV – Simplified Planning Zone, Park Farm South, Wellingborough
- SPG V – Parking Standards
- SPG VI – The Conservation of Farm Buildings
- SPG VII – Scheduled Ancient Monuments, Sites of Special Scientific Interest and Ancient Woodlands
- SPG VIII – Building Better Places – How to Contribute to Sustainable Development
- Planning out Crime in Northamptonshire

## **2. PLANNING PERMISSION AND BUILDING REGULATIONS**

Not all house extensions require planning permission and some are known as “permitted development”. The legislation governing permitted development rights is complex and subject to change. The Development Control Service should always be contacted before any work is undertaken. Similarly, most house extensions require approval under Building Regulations and information in respect of this can be obtained from the Building Control Service. Either write to the Head of Building Control at Croyland Abbey, Tithe Barn Road, Wellingborough, NN8 1BJ, or telephone 01933 231940, fax 01933 231982 or e-mail [environment@wellingborough.gov.uk](mailto:environment@wellingborough.gov.uk)

Where permission is required the proposed extension will be considered on its merits, taking account of factors such as size, design, orientation (north/south), position of neighbours windows, size of plot, levels, the policies of the Local Plan and this supplementary planning guidance. Please remember that not all houses can be extended satisfactorily.

When contacting the Development Control Service it would be appreciated if you could either do so in writing or by making a prior appointment with a development control officer by telephoning 01933 231910.

When making an enquiry the more information you can provide, such as sketch schemes, photographs or location maps, the better we will be able to assist you.

Listed building consent is also required for any works, for the alteration or extension in any manner of a listed building, which would affect its character as a building of special architectural or historic interest (Section 7 of the Planning (Listed Buildings and Conservation Areas) Act 1990). Either write to the Conservation Officer at Croyland Abbey, Tithe Barn Road, Wellingborough, NN8 1BJ, or e-mail [environment@wellingborough.gov.uk](mailto:environment@wellingborough.gov.uk).

### **3.1 GENERAL DESIGN**

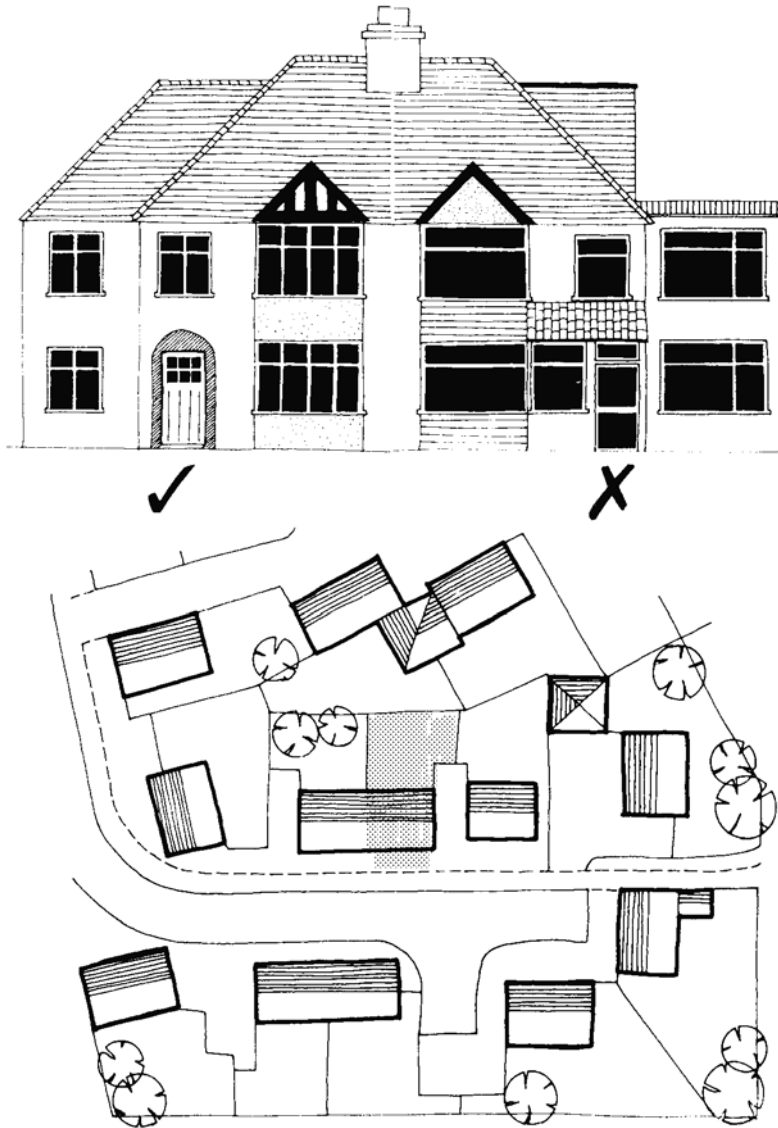
When considering applications for extensions the Council will look at three main issues:

- THE DESIGN IN RELATION TO THE HOUSE
- THE EFFECT ON THE CHARACTER OF THE AREA
- THE EFFECT ON OCCUPIERS OF NEIGHBOURING PROPERTY.

Use these as key points when planning your extension.

Look closely at the character of your existing house. Is it a Victorian terrace, an inter-war semi, a rural cottage or a modern property?

Whatever type it is, the materials used, the roof shape, the size and proportion of doors and windows should all be taken into account in the design of your extension. The key is to make sure the extension reflects and enhances the appearance of the house.



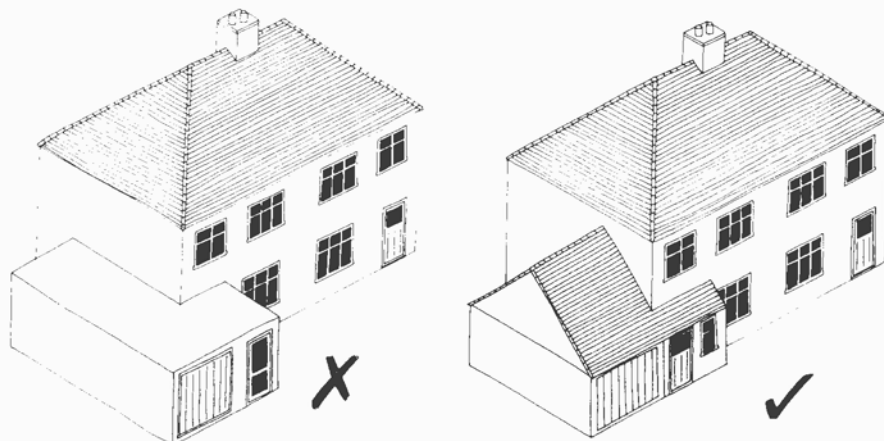
**How does your house fit into its surroundings?**

Look at the character of your area, the setting of the house and the open space around it. Try to imagine what an extension might look like from nearby properties and roads and how it will fit into the surrounding environment of your street. Corner properties in particular need very careful treatment because of their prominence.

Look at the position of your house in relation to your neighbours and consider how an extension might affect their privacy and outlook. The position of windows, the size of the extension and how far it extends from the house will be very important. By way of Government regulation the Council is obliged to notify neighbouring properties which abut an application site and the neighbours opposite a site. They are given 21 days to make their views known on an application. It is advisable to talk to your neighbours prior to the submission of an application to try and resolve any differences and reduce the need for amended plans.

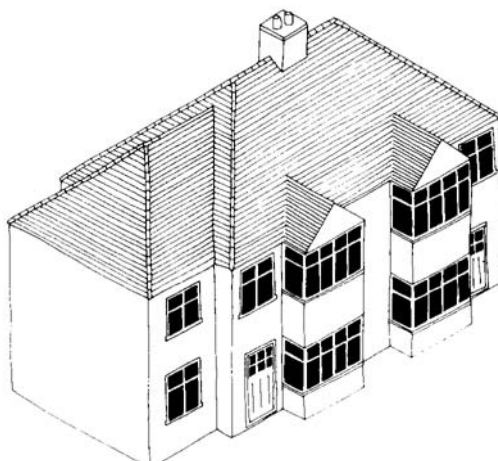
### 3.2 FRONT EXTENSIONS

Extensions at the front of a property should not extend too far forwards and should be well designed to avoid disfiguring the 'face' of the house. On corner sites particular attention should also be given to how the side of the extension is treated.



### 3.3 SIDE EXTENSIONS

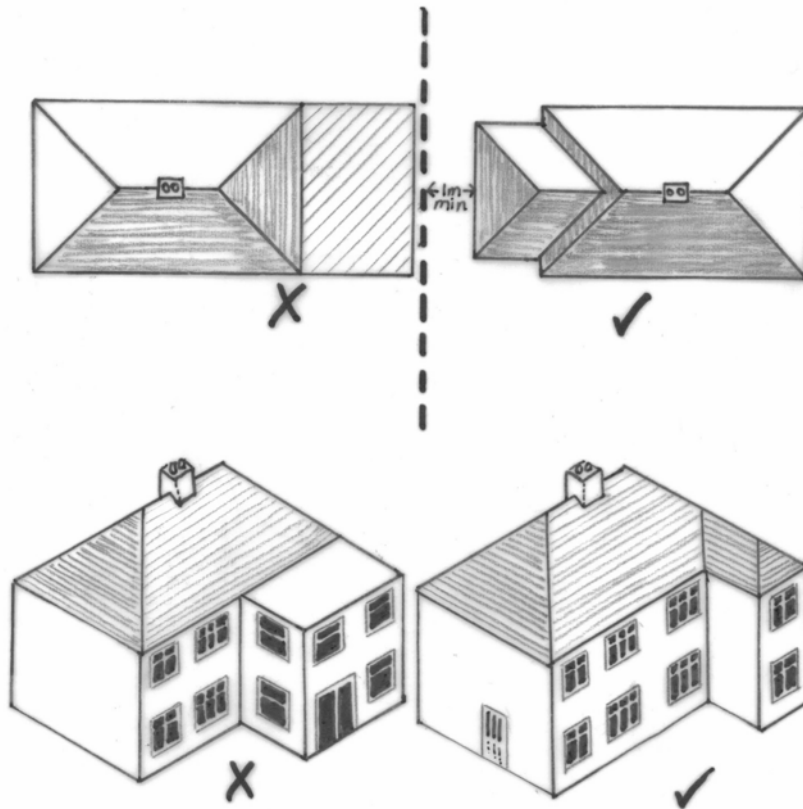
Setting a side extension back from the front of the house can be a good way of maintaining the proportions of the original house and often avoids unsightly matching-in of the new walls and roof with the old.



### 3.4 TWO STOREY SIDE EXTENSIONS

In areas of detached or semi detached houses, two-storey extensions right up to the boundary will be discouraged. Normally, a minimum 1 metre gap should be retained to respect the character of the area and give a visual separation between the houses and avoid the terrace effect. In some cases even greater gaps to the boundary may be required.

Two storey extensions should have full pitched/tilled roofs to match the existing. The angle of the roof should be the same as, or close to, the angle of the existing roof. Flat roofs for two storey extensions will not normally be permitted.



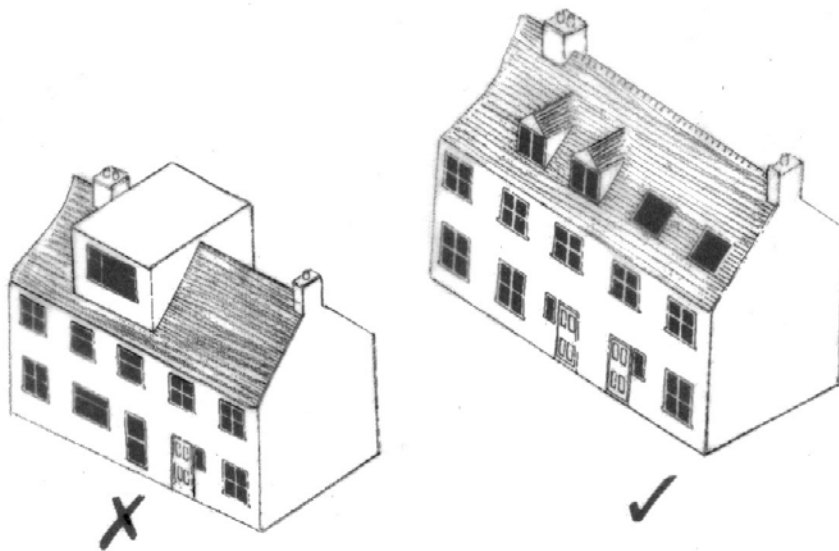
### 3.5 CONSERVATORIES

Please note that conservatories and car ports are regarded as extensions to a dwelling

### 3.6 DORMERS

Dormers should primarily be seen as a means of providing light and ventilation to an existing roof space and a way of better utilising the roof space as living space.

To avoid looking top heavy and spoiling the appearance of the house, dormer windows should be of a similar size or smaller than the windows below. Dormers should be set well into the roof retaining the majority of the existing roof slopes. Dormers should not rise above the highest part of the roof. Pitched, hipped and angled dormers are usually acceptable, whereas flat dormers often detract from a pitched roof building.



### **3.7 GRANNY ANNEXES**

It is important that a granny annexe is designed to be ancillary to the existing dwelling.

It should therefore take the form of an extension to a dwelling with an internal link to the main accommodation. The link will enable the granny annexe to be easily used as part of the main dwelling in the longer term.

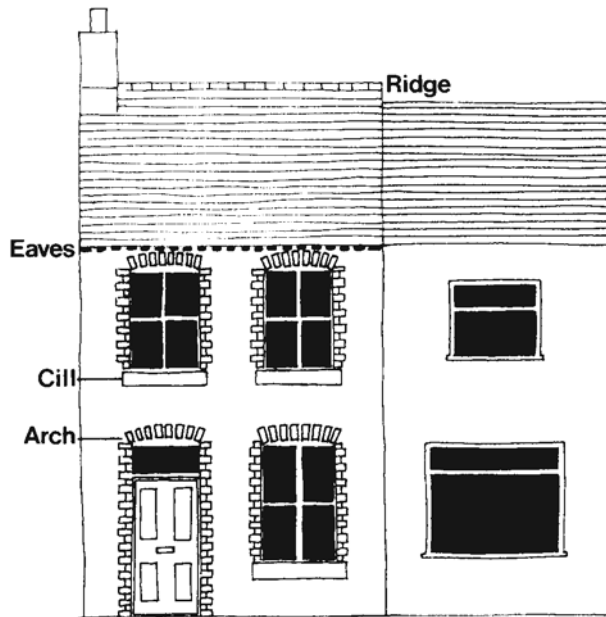
The formation of a granny annexe as a detached outbuilding will not normally be encouraged. The other advice given in this note on design and effect on neighbours will also apply to granny annexes.

### **3.8 MATERIALS**

Building materials should normally be the same as the existing and its surroundings. Most types of bricks and tiles are still available.

### **3.9 LOOKING AT THE DESIGN DETAILS**

Having arrived at a sympathetic form for the extension, it is important that the details of the doors and windows blend with the original house.



X unacceptable

Existing

Proposed

In the example above, the wide windows of the extension look awkward and detract from the original character of the building. Try to match the shape and type of existing doors and windows to create an overall balance to the design.

Look also at any detailing around doors, windows and at the eaves and reflect this in the new design. Older houses in particular often have interesting arches and other special features which add character.

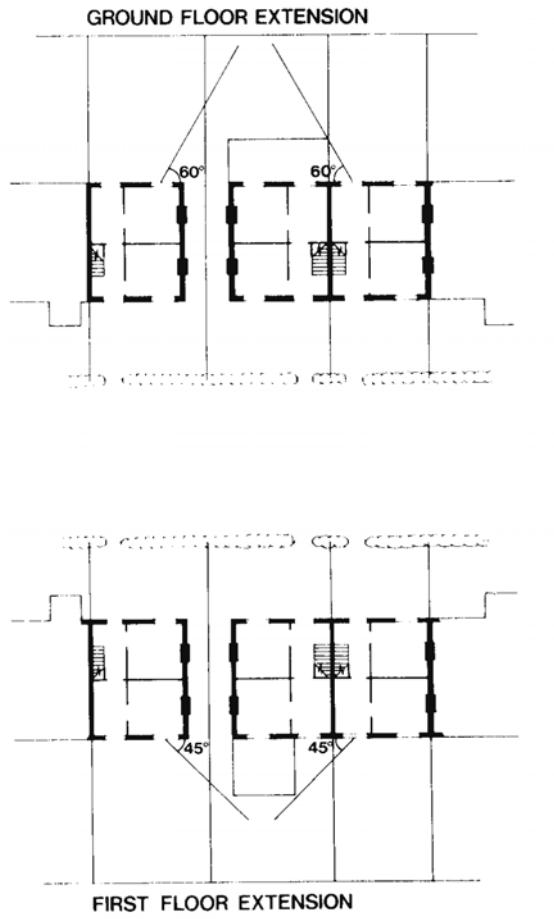
#### 4.1 EFFECTS ON NEIGHBOURS

The Council has guidelines on how far an extension can project in relation to neighbours windows to ensure adequate light to their rooms.

Single storey extensions should not project beyond a line drawn at 60° from the middle of the nearest ground floor window of a habitable room of an adjacent property. Habitable rooms include kitchens, living rooms and bedrooms but exclude bathrooms, toilets, halls, landing and store rooms.

First floor and two storey extensions should not project beyond a line taken at 45° from the middle of the ground floor windows of habitable rooms.





The purpose is to achieve a reasonable balance between the interests of those wishing to extend and the interests of their neighbours, by ensuring that extensions would not adversely affect a neighbour's outlook or daylight.

Many situations will not be as simple as the examples in the adjacent diagram. Please contact the Development Control Service if you require assistance.

## 4.2 PRIVACY

Side windows in extensions should not be placed where they cause direct overlooking and unreasonable loss of privacy to adjoining properties. High level windows with a minimum sill height of 1.70 metres from finished floor level or obscure glazing may be acceptable in side walls where there are no alternative solutions.

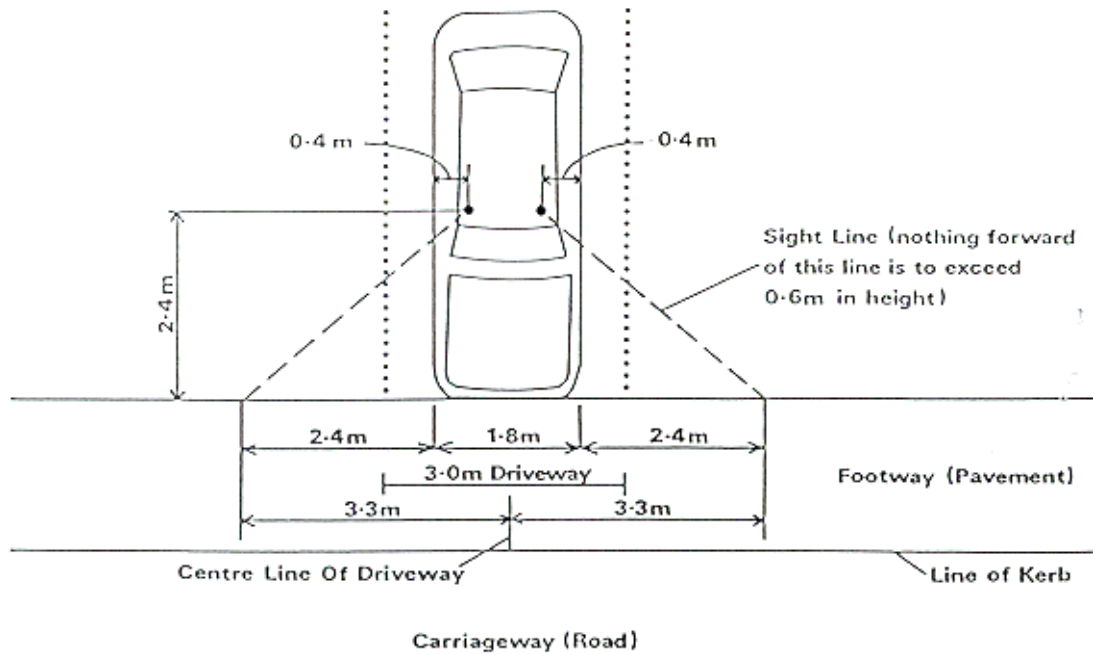
## 5.1 PARKING

Standing room should be provided between the front of the garage and the highway to allow a vehicle to be parked clear of the road. Provision of 6 metres wherever possible but a minimum of 5.5 metres is required.

It is recommended that a minimum driveway width of 3 metres be provided at the front boundary.

If gates are to be used on vehicular or pedestrian accesses they must be hung to open inwards.

Minimum sight lines to provide adequate visibility shall be provided in accordance with the following diagram:



The formation, layout and construction of a means of access to a highway which is not a trunk or classified road does not normally need planning permission. If a property is located on a trunk road or classified road, planning permission will be required for the construction of a new vehicular access crossing or the extension of an existing crossing. To find out whether your property is situated on a classified or trunk road please contact one of the development control section's technicians on 01933 231937 or 231932.

Approval will also be required from Northamptonshire County Council's Highway Division for further information telephone 01604 236236.

