

Sedgefield Borough Council

Local Development Framework:
Residential Extensions Supplementary
Planning Document

September 2005

Sedgefield Borough Council telephone number: **01388 816166**

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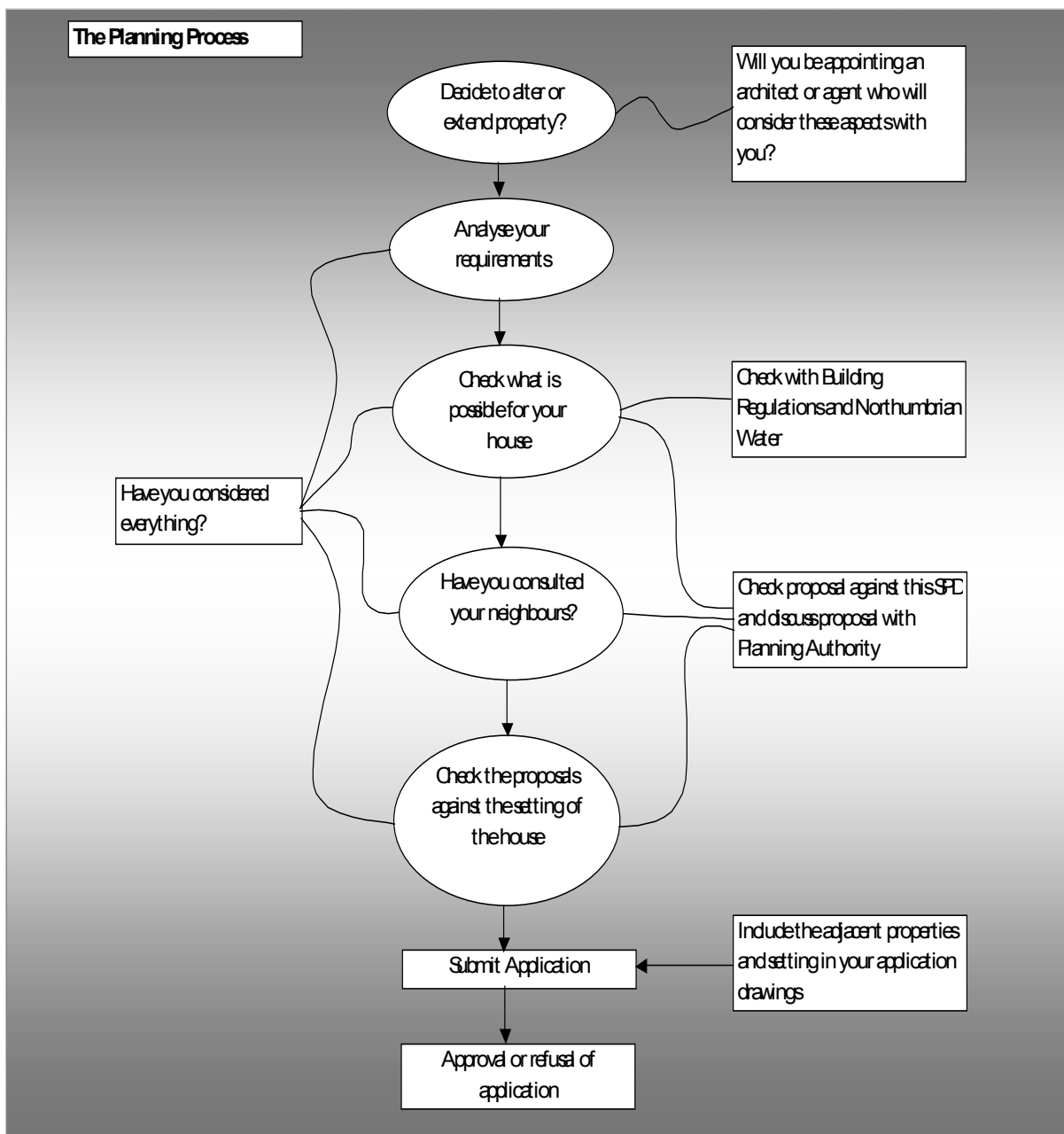
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Introduction

- 1.1 The Council recognise that occupiers of dwellings may wish to extend their homes to provide accommodation that suits their own needs. Sedgefield Borough Council believe that the guidance set out below will help to ensure that the impact of such developments on neighbouring residents is minimised and that the design and appearance of extensions makes a positive contribution to the local environment.
- 1.2 The diagram below illustrates some of the issues that should be considered:



- 1.3 It must be borne in mind that because of site constraints, some residential properties may be incapable of being extended.
- 1.4 If you would like informal advice before submitting your planning application, you can submit an informal enquiry for consideration at the weekly One Stop Shop using the contact details on page 24. The purpose of the One Stop Shop is to provide free informal advice to whether the scheme you intend to submit requires permission, and to suggest any changes to the proposed scheme.
- 1.5 If a planning application is required then the appropriate forms can be obtained either by writing to the Council; from our reception; by calling the number in the contacts section; or from our website. For details of all see page 24 of this SPD.

Personal Circumstances and Equality

- 1.6 Personal circumstances, such as a disability, or the specific requirements of minority groups, may make it difficult to provide certain facilities within the standards set out. Sedgefield Borough Council will interpret these standards flexibility in such circumstances, but proposals that significantly deviate from them are still unlikely to be considered acceptable. Standards may be relaxed where an extension would provide essential facilities that are lacking from a residential property, such as a bathroom.

Policy Background

- 2.1 Policies H15 and H16 and SPG Note 4 of the Borough Local Plan provide the existing Policy Framework for residential extensions. Policy H15 requires proposals to be of a scale and design compatible with the host property and does not detract from the area's appearance or amenity of nearby residents. Policy H16 seeks to limit front extensions so that they do not project forward of the building line.
- 2.2 The Local Development Framework will replace the Local Plan once it has been developed. Given the growing number of planning applications for residential extensions, the Borough has decided that one of the first Local Development Documents to be produced will deal specifically with this issue. This Supplementary Planning Document (SPD) will be linked to the 'saved' Local Plan Policies H15 and H16 until they are formally replaced by the Development Control Policies, Development Plan Document (DPD).

General Design Guidelines

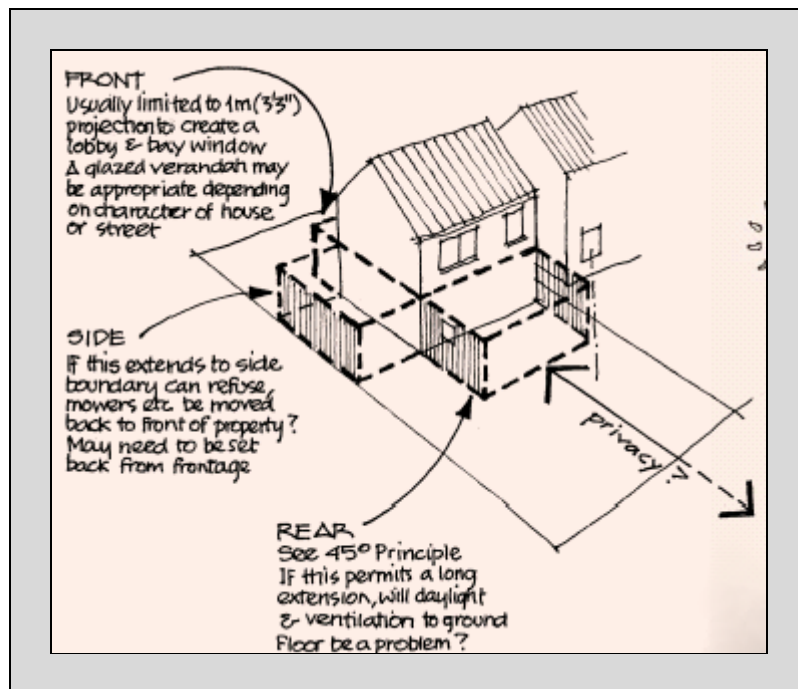
- 3.1 In considering planning applications the Borough Council will take account of the guidance contained in this document, together with the relevant saved policies set out in the Borough Local Plan and any relevant regional and national guidance.

Planning Issues

- 3.2 The main considerations for any proposal submitted to the Council will be its design, and how it affects the privacy, outlook, daylight of adjacent properties, the impact on the general streetscene, and character of the area. Specialist advice from the County Highways Authority and Northumbrian Water Ltd will also be taken into account when determining the application.
- 3.3 A proposal that is poorly designed in relation to its host dwelling or that utilises materials or window features which are not in keeping with the general streetscene or character of the local area would constitute inappropriate development and be refused permission.

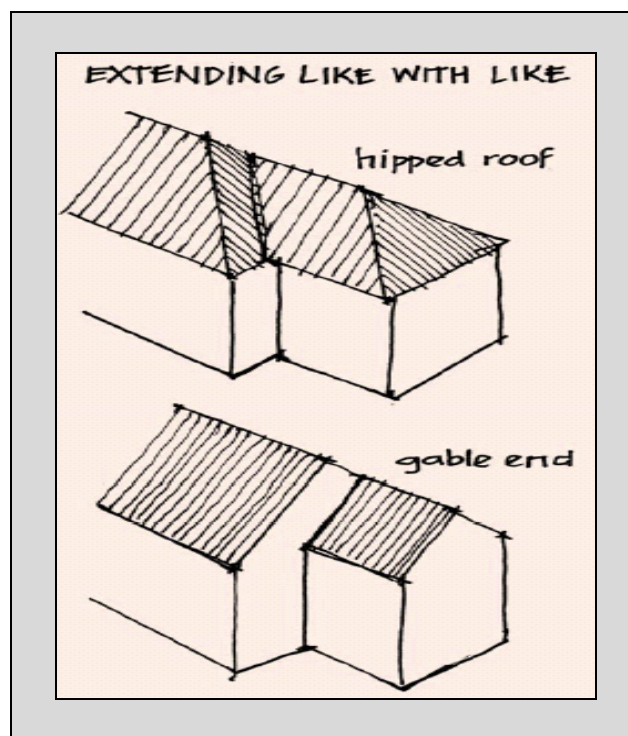
Issues to Consider

- 3.4 The decision to extend your home is an important one that will involve a large financial investment. You need to carefully consider the type and size of extension that will best meet your requirements.
- 3.5 Some developments can be carried out without the benefit of planning permission and the rules regarding this are contained within the Office of the Deputy Prime Minister's booklet 'Planning: A Guide for Householders', and are also available on the Council Website.
- 3.6 The diagram highlights some of the general issues to consider in any Application:



Character & Appearance

- 3.7 When considering the design of your extension you should take into account whether the design will adhere to the character and appearance of both the existing dwelling and that of its surrounding streetscape. It is important that the extension is sub-ordinate to the host dwelling. The Council seeks to impose a maximum limit of a 50% increase in the volume of the proposed extension upon the original host dwelling. Incremental extensions to dwellings will be limited to this maximum threshold.
- 3.8 Roof design is an important part in the issue of character and appearance. Roofing design should match that of the existing dwelling. Mixing gable and hipped roofs should be avoided as they create unbalanced confused designs, which detract from the appearance of the property and the surrounding area.
- 3.9 Additional windows should be of an appropriate size, shape, style and colour that respect the overall design of both the extension and its host dwelling.
- 3.10 If your extension does not fit in the character and appearance of the house to be extended and the locality in which it is situated, then the Council could refuse the application. Examples of which are illustrated below:



- 3.11 When deciding upon the design for any extension, it is important to consider the impact the development you are proposing will have on

the 'sense of place' in which it is located. A strong sense of place can be easily created by:

- Using considerate building materials;
- Drawing on the varied and different housing types of the surrounding streetscape; and
- Respecting the massing, roof shapes, orientation and the building line of the neighbouring dwellings.

Overshadowing, Over Dominance, Loss of Amenity

- 3.12 It is important that the amenity of adjacent properties are protected in relation to the over dominance, loss of privacy and loss of daylight, of proposed extensions.

Site Level Changes

- 3.13 Changes in levels between dwellings can increase or decrease the effect that an extension may have upon an adjacent property. Differences in site levels will be taken into account in all cases when making a decision.

Trees

- 3.14 It is important that any extension proposed seeks to retain any trees within the property. Trees have an important function in relation to the amenity of the streetscene. There will be limited occasions where some trees may need to be removed as part of an extension. Where this is the case, prior to the submission of the planning application, applicants should liaise with the Local Planning Authority to replace these trees with trees with species of wide biodiversity value.
- 3.15 Some trees may have the additional protection of a Tree Preservation Order (TPO) or be located within a Conservation Area. Any development, which adversely affects any trees or hedgerows, may well be referred to the Tree Officer for specialist advice. They will give their views as to whether any trees or hedges are of public value and should be protected. If a TPO or Conservation Area designation protects any tree affected by your proposal, then any adverse impact upon the tree will be carefully considered in determining the application.

Sustainability Issues

- 3.16 It is important that any extension seeks to maximise the use of sustainable construction methods and maximises energy efficiency. Further guidance can be found in the Regional Building in Sustainability Guide at [Building in Sustainability Guide](#). Furthermore, it is important that any plumbing within the extensions approved, is fitted correctly to

minimise inefficient water usage. Further guidance on this issue is provided by the Environment Agency.

3.17 The development of extensions in domestic garden space can bring built development closer to areas of wildlife, particularly in smaller communities. It is important that applicants consider the potential negative effects on wildlife as a result of the loss of garden space.

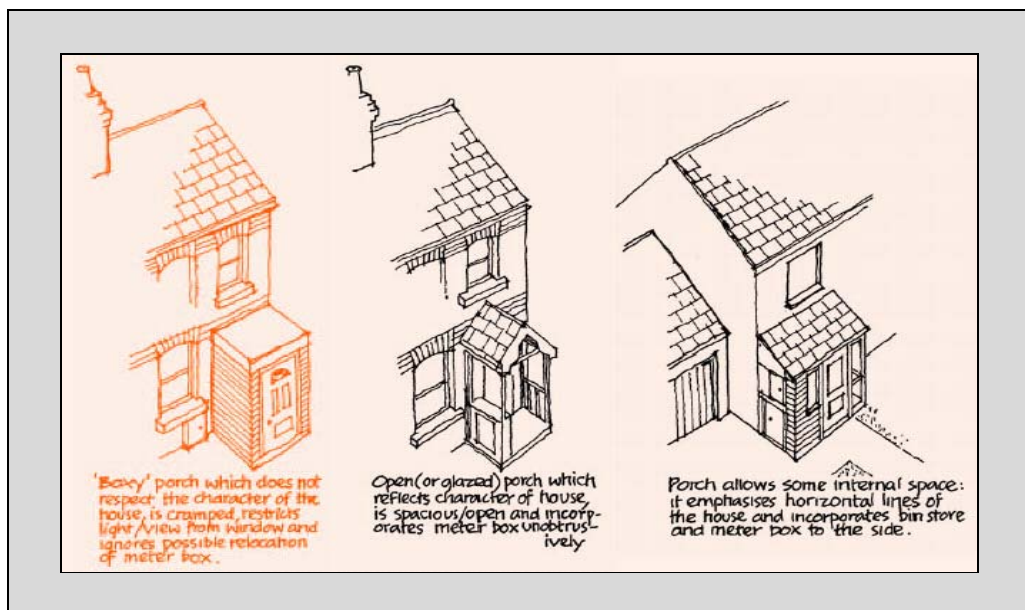
3.18 The following sections of this SPD deal with the various types of household extensions. The relevant sections are as follows:

- Porches
- Front Extensions
- Side Extensions
- Rear Extensions
- Rural Extensions
- Conservatories
- Roof Alterations
- Garages/Outbuildings
- Walls, Fences & Gates
- Other Considerations & Consents

3.19 The text should be used to guide the general design and construction of the extensions. They are not intended to inhibit imaginative architecture nor innovative design.

Porches¹

- 4.1 The design and appearance of the front elevation of houses, as well as the distance between properties in the street or road are important elements in defining the character of the local streetscene. It is important that a new porch reflects the design and character of your property and should therefore be made to appear to be part of your original property, and not as an obvious addition. On semi-detached and terraced properties, it is particularly important to consider the symmetry and design of neighbouring porches. Details such as materials, arrangement of windows and roof pitch should complement the original building's design, age and scale.
- 4.2 A porch of poor design and quality that bears no relation to the symmetry of neighbouring properties or terrace can be collectively damaging to the appearance of the street scene.
- 4.3 The diagram below illustrates how not to extend your porch (red) and successful approaches to achieving a successful outcome (black):



- 4.4 Applications for porches will need to:

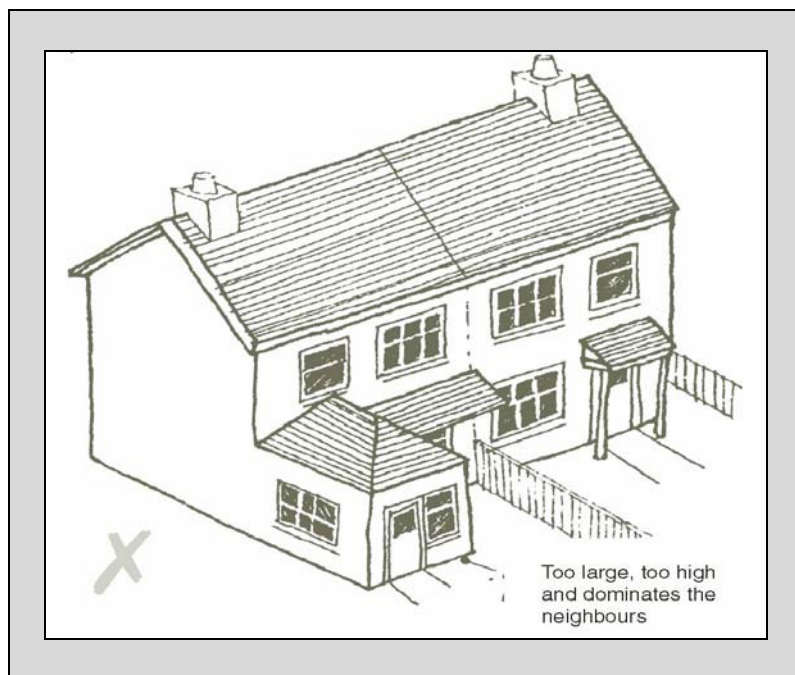
- Reflect and complement the design of the host dwelling, especially in style, proportion and materials;
- Be of a scale which does not dominate the elevation where it is sited, or indeed the existing curtilage of the property; and
- Be in keeping with the character and appearance of the area.

It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

¹ For more information on whether your side extension requires planning permission refer to the Central Government publication *Planning: A Guide for Householders – Section A*

Forward Extensions

- 5.1 The design and appearance of the front elevation of houses, as well as the distance between properties in the street or road are important elements in defining the character of the local streetscene. In order to protect this character it is a necessity to strictly control the siting and design of all extensions to the front of dwellings.
- 5.2 Front extensions are the most difficult of all extensions to design satisfactorily. Therefore, they will only come forward in exceptional circumstances. For example, terraced properties usually have a unity of design based upon a repetition of design details, which set up a rhythm that a front extension would interrupt. This is to the detriment and character of the street.
- 5.3 In the case of semi-detached houses, each one of a pair is normally designed as a mirror image of the other. A front extension will be likely to have a disruptive effect upon this, unless it is small enough to be absorbed within the design of the pair of houses and the streetscene as a whole. This is particularly the case where dwellings are arranged on a fixed building line and also applies to closely spaced detached houses of similar design.
- 5.4 This diagram depicts an example of what we're aiming to avoid:



5.5 Applications for forward extensions will need to:

- Justify exceptional circumstances;
- Enhance the character and appearance of the dwelling and locality and does not unbalance a pair of semi-detached dwellings or a row of terraced dwellings;
- Have no resultant problems of unreasonable overshadowing, over dominance, loss of privacy, and, loss of daylight to adjacent properties;
- Not result in the unacceptable loss of off street parking facilities;
- Not project forward of the common building line;
- Not have a flat roof; and
- Have no adverse effect on trees.

It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

Side Extensions²

- 6.1 Side extensions are highly visible in the street-scene and can have a significant impact upon the character of a housing area. It is essential, therefore, that they are well designed to avoid having a negative impact upon their surroundings.
- 6.2 The character of a housing area derives not only from the design of individual dwellings but also from their layout and spatial relationships. The gaps between houses provide a sense of spaciousness and, in the worst cases, their inappropriate infilling or interruption results in a fundamental change in an area's character.
- 6.3 This phenomenon commonly occurs in areas of semi-detached housing, where large side extensions completely fill gaps between dwellings to create a terracing effect. Detached housing usually offers less potential for the terracing effect, provided extensions are allowed only to one side of the dwellings.
- 6.4 To avoid the terracing effect, two-storey extensions to the side of dwellings should maintain a minimum distance of 1 metre to the side boundary and should be set back at first floor from the main front elevation of the host dwelling by a similar amount. The ground floor element should be set back by at least 200mm to create a visual break and avoid an otherwise continuous frontage, and the roof ridgeline should be lower to reduce the visual bulk of the development and make it appear subordinate to the host dwelling.
- 6.5 Where a first floor side extension is proposed over an existing ground floor extension that lies on, or within 1 metre of the side boundary, it will not be acceptable to extend over its full width and it must also maintain a minimum distance of 1 metre to the side boundary. In such circumstances, the first floor element will be required to be set back by a distance equivalent to 25% of the depth of the host dwelling from the main front elevation to further minimise its visual impact.
- 6.6 If the existing ground floor extension projects forward of the main front elevation of the dwelling, it will be acceptable to extend at first floor in accordance with the above criteria, subject to the removal of the projecting ground floor part of the existing extension.
- 6.7 Single storey side extensions should also follow the '1 metre to side boundary' rule for similar reasons, and in order to make future first floor development easier to achieve.
- 6.8 In all cases, appropriately designed pitched or hipped roofs should be used to match the roof design of the host dwelling, with the ridge lines

² For more information on whether your side extension requires planning permission refer to the Central Government publication *Planning: A Guide for Householders – Section A*

of extensions set lower to assist in making extensions appear subordinate. Flat roofs are not considered acceptable on side extensions.

- 6.9 Side extensions should not be so large that they upset the balance of the pair of semi-detached dwellings. For this reason, extensions that extend the width of dwellings by more than 50% will not normally be allowed.
- 6.10 On corner sites, side extensions will not be permitted to project beyond the return street frontage.

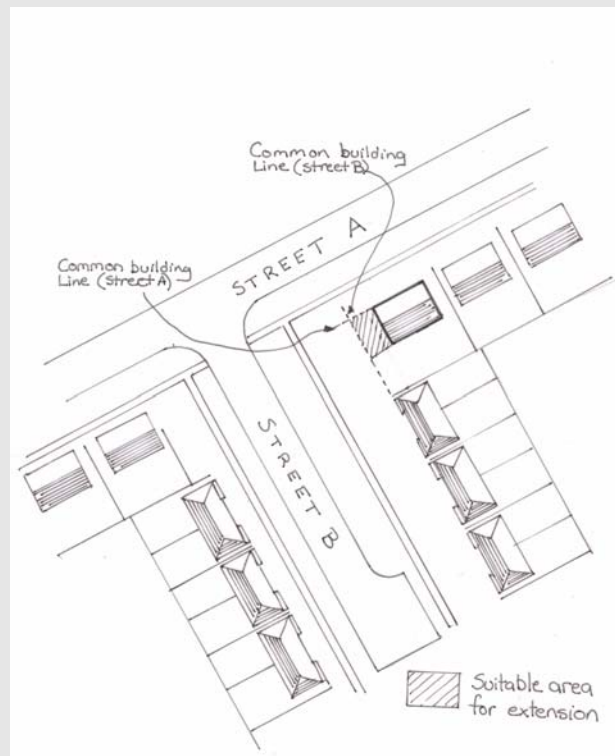
Planning permission will be granted for side extensions where:

- The design of the extension respects the character and appearance of the host dwelling in terms of scale, design and detailing, and of the locality in general;
- In the case of a **single storey side extension**, its design complements the host dwelling and is subordinate to that dwelling in terms of scale and massing;
- In the case of a **two storey side extension**, a minimum distance of 1 metre is preserved between the outside wall of the extension and the side boundary, the first floor element is set back from the main front elevation of the host dwelling by a minimum of 1 metre and the ground floor set back by a minimum of 200mm;
- In the case of a **first floor side extension**, a minimum distance of 1 metre is preserved between the outside wall of the extension and the side boundary, and it is set back by a minimum distance of 1 metre from the main front elevation of the dwelling. Where the existing ground floor distance to the side is less than 1 metre, the first floor extension must set back from the main front elevation by a distance equivalent to at least 25% of the depth of the host dwelling. If any part of the existing ground floor extension projects forward of the main front elevation of the dwelling, that projecting part must be removed;
- Where the dwelling occupies a corner location, the side extension does not project beyond the return street frontage;
- In the case of a detached dwellinghouse, it does not result in extensions to both sides;
- It does not feature a flat roof;
- The roof pitch and design matches that of the host dwelling, and its ridge height is lower; and
- The design of the extension takes account of any significant difference in level between the application site and the adjoining property.

6.11 The following set of diagram depict an example of successful approach to side extensions and what is meant by return street frontage:



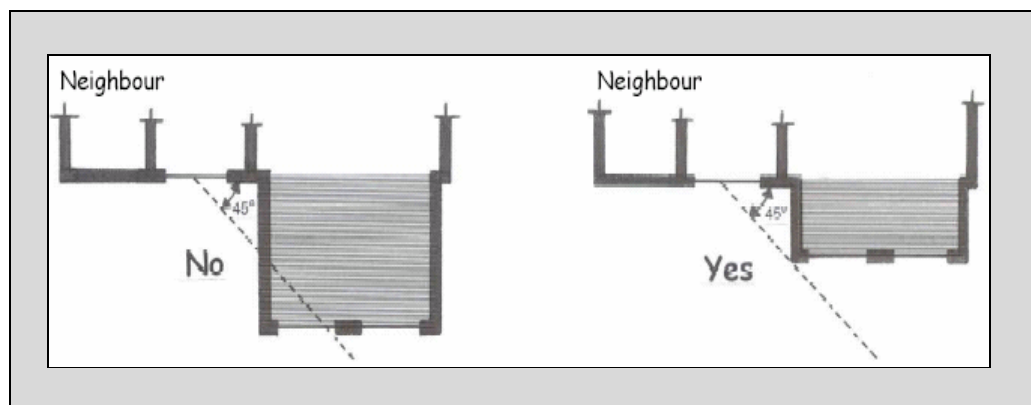
Return Street Frontage



It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

Rear Extensions³

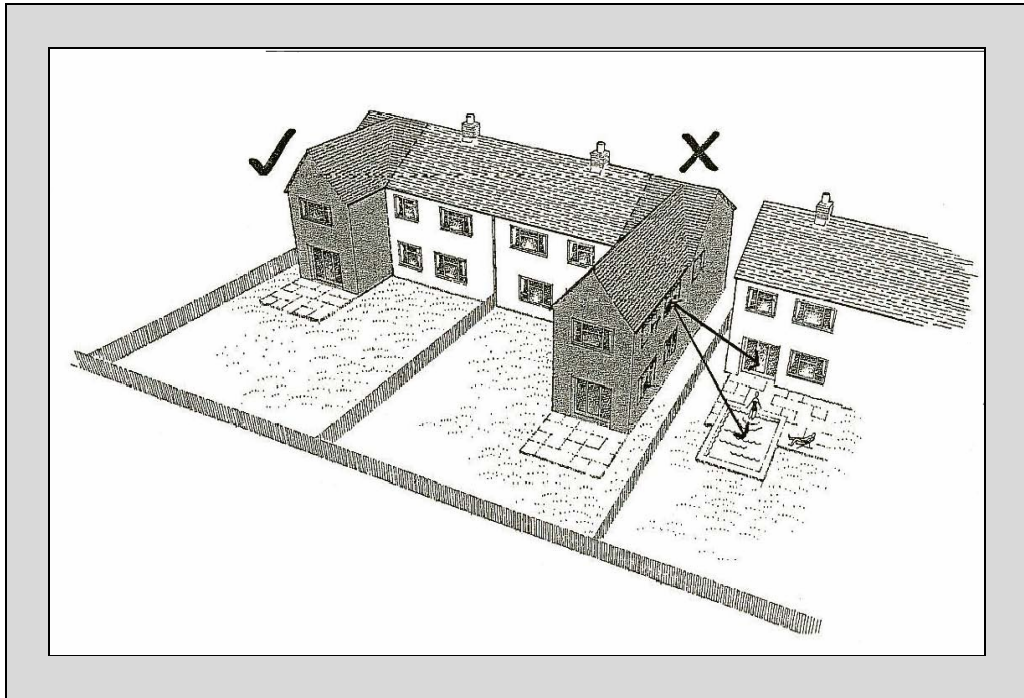
- 7.1 Rear extensions are usually the simplest and most acceptable way of extending the size and number of rooms in your home. Although rear extensions are rarely visible from the street, they are usually highly visible from neighbouring properties. It is important to ensure that there is no adverse affect on neighbouring properties. These properties need to be protected in terms of overshadowing, over dominance, loss of privacy, loss of daylight and sunlight.
- 7.2 The shape of the roof is also an important aspect of a development. Unusual roof shapes are highly obtrusive and degrade the character and appearance of the localised area. Flat roofs are rarely appropriate, and are especially inappropriate on two storey extensions.
- 7.3 First floor and two storey extensions are more intrusive and will have a greater potential impact upon the amenity of adjacent properties than single storey extensions. Therefore, when considering the impact of such developments, these should not encroach within a line taken at 45-degree line from the centre of the nearest habitable room, (*in accordance with the Local Planning Authority's 45-degree code*).
- 7.4 The Local Planning Authority implements a 45-degree code on how the residential extensions should be preferably sited. The code is applied by drawing a line at 45-degrees from the mid-point of the nearest window to a habitable room on any adjoining owner's property. If this line cuts through any part of the development proposed then the extension is too large and should be reduced in scale, in order to fall within this SPD and prevent any negative impact on the privacy of any neighbouring residents.
- 7.5 The diagram below depicts the Council's 45-degree code:



³ For more information on whether your rear extension needs planning permission, please refer to *Planning: A Guide for Householders – Section A*.

Habitable Room⁴

- 7.6 If the window of the nearest habitable room to be affected is not the primary source of daylight, then the 45-degree code may be relaxed.
- 7.7 This diagram depicts what the council means with regard to issues of overshadowing, over dominance, loss of privacy:



- 7.8 Applications for rear extensions will need to:

- Adhere to the 45° code;
- Respect the character and appearance of the dwelling and locality in which it is situated;
- Not affect the amenity of adjacent properties;
- Ensure there are no problems of unreasonable overshadowing, over dominance, loss of privacy, loss of daylight to adjacent properties;
- Ensure the roof pitch of the extension matches that of the original house;
- There is no encroachment on a common boundary with any neighbouring property; and
- Extensions should not have any adverse effect on trees.

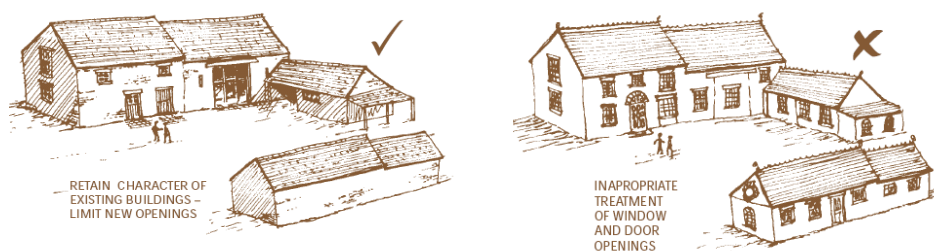
It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

⁴ Any room used or intended to be used for sleeping, cooking, living or eating purposes. This excludes such enclosed spaces as pantries, bath or toilet facilities, service rooms, corridors, laundries, hallways, utility rooms or similar spaces.

Rural Extensions⁵

- 8.1 Dwellings tend to be either isolated farm dwellings surrounded by agricultural buildings or part of small sporadic groupings along roads and lanes connecting villages. Government policy in Planning Policy Statement 7 seeks broadly to restrict development in the countryside as a matter of principle and, related specifically to existing dwellings, to allow reasonable levels of householder development providing that it does not give rise to a visually harmful impact.
- 8.2 Farm buildings have a functional simplicity, which is part of their appeal. Changes to the roof slope, amendments to the eaves line and the addition of porches in most cases result in a loss of the building's original character. The Council believes that farm buildings should be preserved in their original form. The building should, therefore, avoid substantial and alien new extensions.
- 8.3 Applications for rural extensions will need to:

- Expresses a coherent design form;
- Not result in a poorly proportioned or intrusive building in the landscape; and;
- Not undermine the dominance of the landscape through unacceptable cumulative levels of householder related development at the site over time.

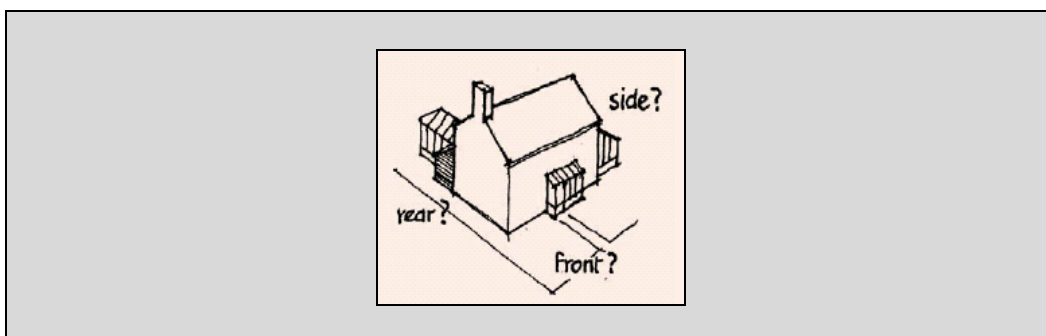


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⁵ For more information on whether your rear extension needs planning permission, please refer to *Planning: A Guide for Householders – Section A*

Conservatories⁶

- 9.1 Given the purpose and design of conservatories, they can give rise to problems of loss of privacy and overshadowing for adjacent properties.



- 9.2 Window design is also very important. Matching window styles between the conservatory and the main house enhances the appearance of the conservatory and does not detract from the streetscene.
- 9.3 A conservatory is an extension that incorporates glazing instead of solid wall construction. As with other extensions, conservatories are subject to planning control. The same criteria are applied when considering whether planning permission is required.
- 9.4 Where it is considered that the privacy of adjoining properties (whether habitable room or amenity space) is prejudiced, the window panels from which the overlooking will occur will be required to be of fixed pane construction and obscurely glazed. Also, additional screening e.g. fence may also be required. In situations where the conservatory results in an unacceptable loss of privacy and there are no appropriate mitigating measures, planning permission will be refused.
- 9.5 Applications for conservatories will need to:

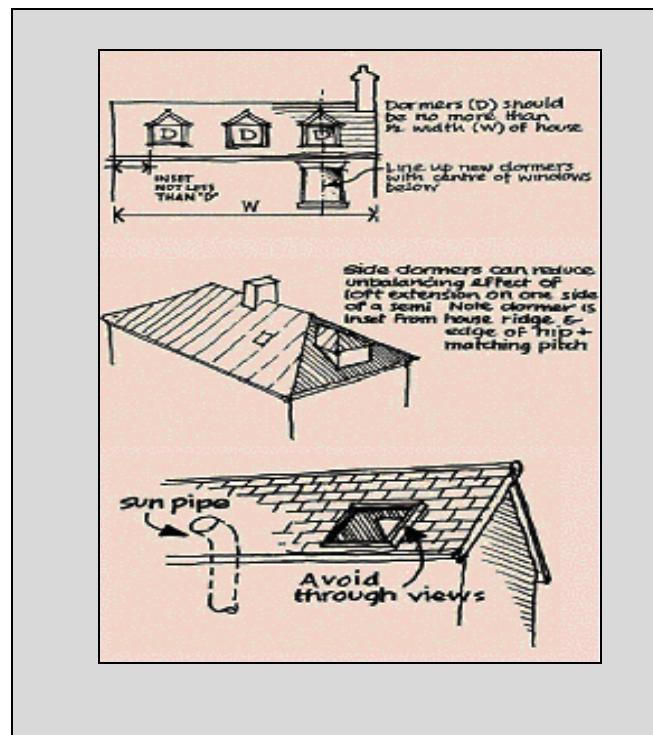
- Ensure that materials used match or complement the host dwelling.
- Respect the form, character, period and style of the existing dwelling;
- Conform with the principles of the 45° code, or the length does not exceed 4m when abutting an adjacent boundary (whichever is the greater);
- A 1.8m high solid boundary is retained along the boundary between neighbours, which is within 3m the conservatory; and
- Where a 1.8m boundary treatment is not appropriate a brick wall, screening or obscure glazing shall be provided in the elevation that fronts the common boundary.

It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

⁶ For more information on whether conservatory needs planning permission, please refer to *Planning: A Guide for Householders – Section A*.

Dormer Windows and Roof Extensions⁷

- 10.1 Dormer windows should not be so large that they dominate the roof, but be at a scale that is within keeping with the property. Dormers that extend along the full length of the roof will create a boxy heavy feel to the elevation and will generally not be accepted particularly on front elevations.
- 10.2 The design of dormer windows should match the scale and characteristic of the building or others in the street. Smaller windows with gabled, sloped or hipped roofs, are often more appropriate.
- 10.3 To maintain the balance of the overall elevation dormer windows should be positioned in line with other fenestration. Take account of the wider context when considering what type of dormer may be suitable for your location.
- 10.4 Dormer windows should be constructed of an appropriate material that blends in with the existing roof. This may be tiles, slates, lead or timber boarding.



- 10.5 It is important that advice is taken from the Borough Council's Building Control team to ensure compliance with Building Regulations.

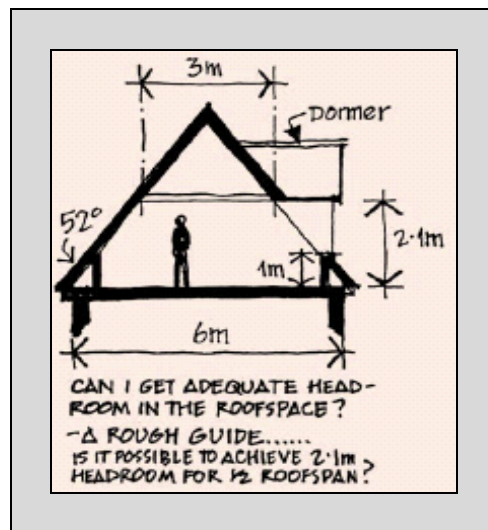
⁷ For more information on whether your dormer window or roof extension needs planning permission, please refer to *Planning: A guide for Householders* – Section A.

10.6 Applications for dormer windows and roof extensions will need to:

- Be in keeping with the character and appearance of the local streetscene;
- Be sited below the ridgeline of the dwelling;
- Be set well back from the eaves line, usually such that the window cill rests on the roof plane;
- Be set well in from the eaves line and not built off any external walls; and,
- Flat-roofed dormer windows will not be allowed.

Loft Conversions

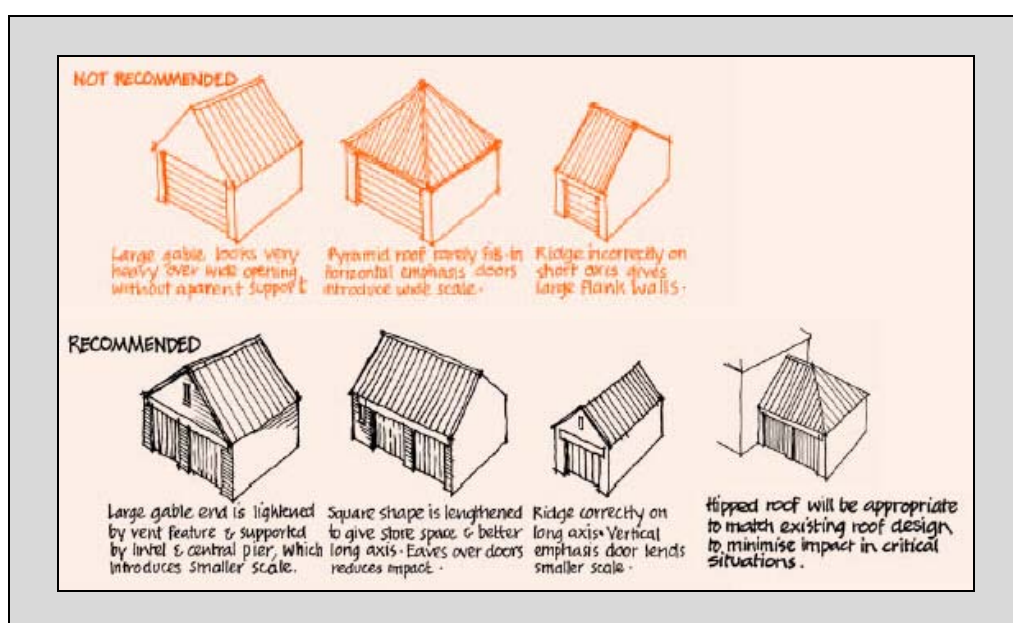
- 10.7 Loft conversions usually require the approval of Building Regulations. You are advised to contact Sedgefield Borough Council's Building Control Service for advice in respect of this, prior to construction or the submission of any planning application. Attention will also need to be applied to the Party Wall Act expanded upon in paragraph 18.1.



It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

Garages and Outbuildings⁸

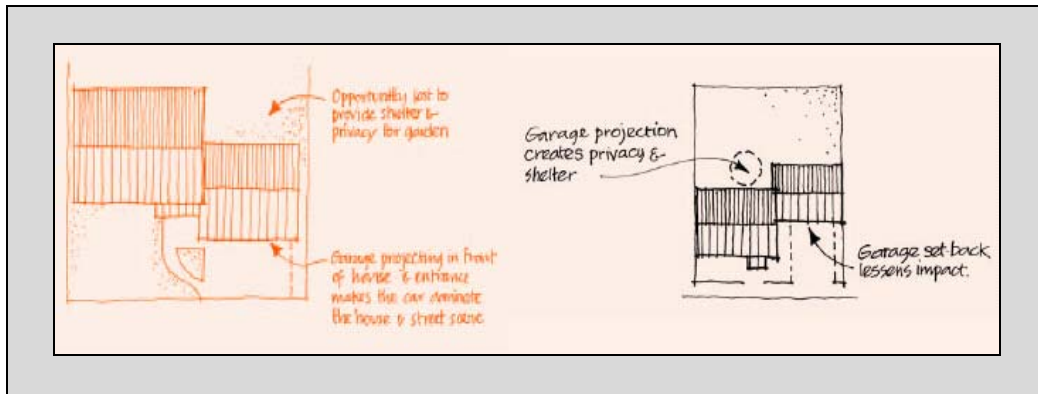
- 11.1 Attached garages to dwellings will be judged in the same way as any extension, therefore the materials, size, design and roof arrangements will have to complement the host dwelling.
- 11.2 Garages and outbuildings should be designed with a roof shape, which complements the main dwelling. Flat and mono-pitched roofs are not appropriate, as they can detract from the host and have serious implications for the character of the streetscene, as well as future maintenance.



- 11.3 Detached garages and outbuildings may be constructed in variety of materials, however materials that match or complement the main dwelling will be preferred.
- 11.4 Garages need to leave a minimum of a 5.5m gap between the boundary adjoining the highway (which includes the footpath) and the front elevation of the garage. This allows adequate space for a vehicle to stand in front of the garage and for the garage door to be opened without having a detrimental impact on the users of the highway, in accordance with Policy D3 (Design for Access) of the Sedgfield Borough Local Plan.

⁸ For garages attached to the house or within 5m of the house please refer to *Planning: A Guide for Householders – Section A*.

For detached garages more than 5m from the house and outbuildings (summer houses, animal houses etc), please refer to *Planning: A Guide for Householders – Section B*.



11.5 Applications for garages and outbuildings will need to:

- Respect the character and appearance of the host dwelling and streetscene;
- Not affect the amenity of adjacent properties;
- Ensure there is no encroachment on the common boundary; and
- Ensure there is no adverse effect on trees.

Flat roofs are considered inappropriate on all garages and outbuildings

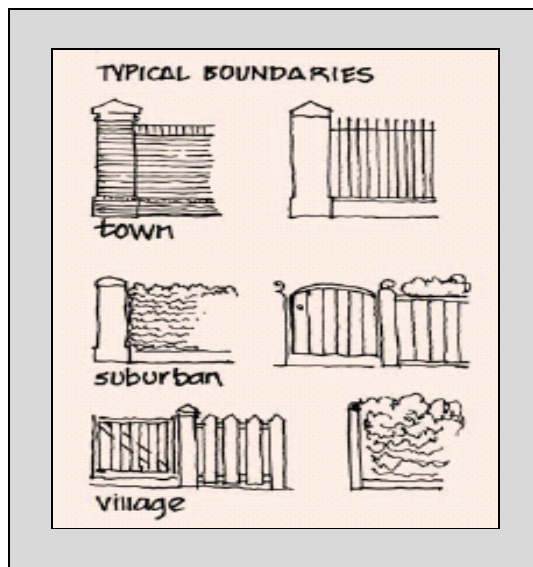
Garage Conversions

- 11.7 In most cases you may convert your garage into a habitable living area without planning permission as long as you do not change its external appearance. For example you must not alter or extend the garage or its roof. The only change that is allowed would be to the look of the front of the garage.
- 11.8 However it is advisable to check with the Local Planning Authority that your permitted development rights have not been removed by a condition imposed on any original planning permission.
- 11.9 Please note that Building Regulations approval would be required to convert your garage.

It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

Walls and Fences

- 12.1 The design and detailing of boundary gates, walls and fences, particularly on highway frontages, plays an important role in defining the character of all residential areas. Means of enclosure can be very prominent in the street scene, and can have a high visual impact.
- 12.2 The safety of users of the highway is of paramount importance. Therefore, there should be no detrimental impact upon highway safety. The erection of walls and fences adjacent to a highway should be sited in such a position that the required visibility splays are maintained free of any obstruction.



- 12.3 Gates, walls or fences should not be permitted on open plan estates.
- 12.4 Applications for gates, walls or fences will need to:

- Ensure that the style and materials matches or compliments the existing style of the boundary treatment in the surrounding area or, when more appropriate, the dwelling itself;
- Open areas of land in residential areas that serve to soften the streetscape and provide an amenity function should be preserved and not enclosed; and,
- Highway visibility should be preserved.

It should be noted that the design issues mentioned in this SPD remain important considerations of any development regardless of whether Planning Permission is required or not.

Other Considerations and Consents

Land Ownership

- 13.1 If you have any query over the ownership of land you should refer to the deeds of your property, or by contacting the Land Registry in Durham on 0191 301 3500. The Planning Service holds no information at all regarding the ownership of land.

Utilities

- 13.2 Northumbrian Water Ltd are the service provider that maintains the existing water mains in the Borough area. Occasionally, proposals for residential extensions are refused permission as they have an adverse affect on the maintenance requirements of the service provider. It is important therefore that the service provider agrees that the proposed extension has no impact upon their service delivery.

Building Regulation Approval

- 13.3 In most situations Building Regulations approval is also necessary. These prescribe minimum standards for health and safety. The Regulations also apply to certain changes of use of existing buildings. You also need approval from the Council if the work you want to do involves building over a sewer or a drain. Applicants are advised to contact the Building Control Section for advice as to whether an application is necessary by calling the number listed in the Contacts section.

Party Wall Act

- 13.4 Any development adjacent to the boundary of the site must also comply with the requirements of the Party Wall Act. An explanatory leaflet can be viewed at: (<http://www.odpm.gov.uk>)

Boundary Encroachment

- 13.5 Extensions to residential properties can often run close to, or along the boundary with neighbouring properties. In such circumstances, the extension of one property should not place demands on land outside of the applicant's control, ensuring that all development is retained within the application site.
- 13.6 In cases where your extension would encroach upon the boundary of a neighbour you will be required to serve notice on your neighbour and submit 'Certificate B' with your planning application to the Local Planning Authority. This indicates to the Council that you do not own all the land on which you intend to develop; and in turn, the serving of the 'Notice' specifically notifies your neighbour that you are making an application for development that will affect land in their ownership.

- 13.7 However, even if planning permission is granted for development, which encroaches onto adjoining land, the owner of this land may not allow such an encroachment to take place. In this instance the proposed development would be unable to be implemented without additional plans being submitted to and approved by the Local Planning Authority.

Listed Building Consent

- 13.6 You will need to apply for listed building consent if either of the following cases apply.

- You want to demolish or partially demolish a listed building; and
- You want to alter (internally or externally) or extend a listed building in a manner, which would affect its character as a building of special architectural or historic interest.

- 13.7 You may also need listed building consent for any works to buildings within the grounds of a listed building. Check the position carefully with the Council – it is a criminal offence to carry out work which needs listed building consent without obtaining it beforehand. Information on Listed and Historic Buildings can be found at: www.english-heritage.org.uk

Conservation Area Consent

- 13.8 If you live in a Conservation Area, you will need Conservation Area Consent to do the following:

- Demolish a building with a volume of more than 115 cubic metres. There are a few exceptions – you can get further information by contacting the Council; and
- To demolish a gate, fence, wall or railing over 1 metre high where next to a highway (including a public footpath or bridleway) or public open space; or over 2 metres high elsewhere.

Sedgefield Village: Article 4 Direction

- 13.9 Parts of the Sedgefield Village Conservation Area have an Article 4 Direction. This direction places additional obligations and restrictions on residential dwellings in terms of the works that they can undertake without the need for planning permission.

- Permission is required for the following development within the curtilage of a dwelling house:
- the alteration, addition, or insertion of a window or window opening;
 - the alteration, addition, or insertion of a door, door frame or door opening;

- the alteration of a chimney stack;
- the enlargement of a dwelling house consisting of an addition or alteration to its roof;

Trees

- 13.10 Many trees are protected by Tree Preservation Orders (TPO), which means that you need the Council's consent to prune or fell them. In addition, there are controls over many other trees in Conservation Areas. Ask for a copy of the Office of the Deputy Prime Minister's free leaflet '*Protected Trees: a guide to tree preservation procedures*'.

Rights of Way

- 13.11 If your proposed development would obstruct or impact upon a public footpath, which crosses your property, you should contact Durham County Council's Rights of Way Team on 0191 383 4411.

Wildlife

- 13.12 Some houses may hold roosts of bats or provide a refuge for other protected species. The Wildlife and Countryside Act 1981 gives special protection to bats because of their roosting requirements. English Nature must be notified of any proposed action (e.g., remedial timber treatment, renovation, demolition and extensions), which is likely to disturb bats or their roosts. English Nature must then be allowed time to advise on how best to prevent inconvenience to both bats and householders. Information on bats and law is included in the booklet *Focus on Bats*, which can be obtained, free of charge from English Natures, website: <http://www.english-nature.org.uk>.

Contact Details

Address: Development Control Team
Council Offices,
Spennymoor,
DL16 6JQ

Phone: 01388 816166

Fax: 01388 824200

Email: planning@sedgefield.gov.uk

Website: www.sedgefield.gov.uk/planning/index.htm

