

LDF

Local Development Framework

SUPPLEMENTARY PLANNING DOCUMENT RESIDENTIAL EXTENSIONS AND ALTERATIONS

Approved April 2009



SUPPLEMENTARY PLANNING DOCUMENT
RESIDENTIAL EXTENSIONS AND ALTERATIONS

April 2009

As approved by Cabinet 27 April 2009 and by Full Council on 29 April 2009

CONTENTS

PART ONE	4		PART FOUR	64	
1. INTRODUCTION Background Purpose of the SPD		Maintain and Respect Character Quality of Materials and Workmanship Maintain Privacy, Daylight and Environmental Quality	4. ENVIRONMENTAL QUALITY AND OTHER CONSIDERATIONS		Green Roofs Renewable Energy Sources Building Mounted Wind Turbines and Solar Panels Satellite Dishes Solid waste storage and Recycling Storage
POLICY CONTEXT National Policy Regional Policy Local Policy Relationship of this SPD to the LDF and the London Plan		DESIGN GUIDELINES: REAR EXTENSIONS Issues Design Principles: All Rear Extensions Single Storey Rear Extensions Conservatories Two Storey Rear Extensions Terraced, Semi-detached & Detached properties Larger Rear Extensions Dwellings with existing rear projections	BASEMENT EXTENSIONS		
PERMISSION Do I Need Planning Permission? Submitting an Application Application Pack			BALCONIES AND TERRACES		
			WINDOWS FRAMES AND DOORS		
PART TWO	12		WALLS AND OTHER MATERIALS		APPENDICES
2. HACKNEY'S PHYSICAL CHARACTER Introduction Sequence of Development Houses in Hackney Georgian Victorian and Edwardian Inter-War Streetscape character		DESIGN GUIDELINES: SIDE EXTENSIONS Issues Design Principles Single Storey Side Extensions Two Storey Side Extensions	FRONT GARDENS AND BOUNDARY TREATMENTS		A Glossary
			CAR PARKING AND HARD-STANDINGS		
PART THREE	24		OUTBUILDINGS AND DEVELOPMENT IN A BUILDING'S CURTILAGE		
3. GENERAL DESIGN PRINCIPLES Introduction Scale and Form High Quality Design		DESIGN GUIDELINES: ROOF EXTENSIONS AND ALTERATIONS General Principles Roof Alterations: Design Principles A: Front Roof Slopes B: Rear Roof Slopes C: Side Roof Slopes D: Roof Windows E: Mansard Roofs	CONTEMPORARY DESIGN		
			RESIDENTIAL STANDARDS Internal Layout and Design Internal Space and Standards Residential Conversions Privacy of Adjoining Occupiers Daylight, Overshadowing and Outlook Sound Insulation and Ventilation Access and Facilities for People with Disabilities Designing for Safety and Security Cycling and Storage Space		
		FRONT ELEVATIONS, EXTENSIONS AND PORCHES Issues Design Principles	GARDEN AMENITY, GREEN ROOF AND RENEWABLE ENERGY SOURCES Trees Garden Amenity Provisions		

1 INTRODUCTION

- 1.1. The continual adaptation of the existing building stock is an essential part of helping to meet changing demands for housing in an evolving society and a changing community.
- 1.2. It is estimated that over 80% of Hackney's residential buildings are over 50 years old and more than 20% are of a historic character, being either listed or located in a Conservation Area. The vast majority of these buildings will still be in use beyond the next 50 years. They are a resource that has provided for the needs of past generations and, if managed appropriately, can provide for the needs of the present generation without prejudicing their use in the future.
- 1.3. It is, therefore, essential that extensions and alterations to Hackney's buildings enhance and protect the positive qualities and characteristics of both individual dwellings as well as the wider townscape of which they form a part. The Borough comprises a large number of houses and residential areas of high architectural and townscape character, which can be maintained and enhanced through the use of good design that complements the existing character. This document sets out the Council's requirements to ensure that good design is central to proposals for residential alterations and extensions.

Background

- 1.4. This Supplementary Planning Document: Residential Extensions and Alterations (SPD) provides guidance on residential extensions and alterations in Hackney and should be read in conjunction with the Hackney Unitary Development Plan 1995, the emerging Hackney Local Development Framework to be adopted in late 2009 and the Mayor of London's spatial development strategy The

London Plan, February 2008. The SPD is a Local Development Document which forms part of the London Borough of Hackney's Local Development Framework (LDF). The LDF will replace the Hackney Unitary Development Plan 1995.

- 1.5. This SPD replaces Parts 2 & 3 of the Supplementary Planning Guidance (SPG) 2: Residential Extensions and Alterations dated February 1989. Part 1 of the SPG relating to residential conversions will continue to be a material consideration when determining relevant planning applications. It is expected that these sections of the SPG will be replaced by additional guidance which will be produced as part of the Residential Development Standards for Conversions SPD identified in the Hackney Local Development Framework for adoption in late 2009.
- 1.6. Supplementary Planning Documents are used to supplement specific policies that form part of the planning framework for the Borough of Hackney. The purpose of this SPD is to inform applicants on what is an acceptable standard of altering or extending their homes and to guide applicants in achieving high quality design outcomes.
- 1.7. It is recognised that demographic pressures within the Borough have led to an intensification of pressure for alterations and extensions to residential properties, which has the potential to compromise the architectural integrity of the properties themselves, the wider townscape character of the residential areas and the amenity of residents affected by these extensions and alterations. Insensitive alterations, undertaken without regard for the physical context of buildings or for their long term use, can quickly degrade the quality of Hackney's built environment.

Purpose of the SPD

- 1.8. This SPD is intended for use in the determination of planning applications, by providing planners, architects, local residents and their agents with appropriate guidance for undertaking extensions and alterations to private dwellings. It takes the form of a detailed design guide intended to inform applicants of design standards intended to create a high-quality, sustainable built environment in line with the Council's aspirations for its present and future residents. It is equally applicable to buildings of a residential nature which are now in another use.
- 1.9. The guidance contained in this document has been based on an analysis of the existing townscape and built character within the Borough together with an understanding of the Borough's residential building stock and an examination of how it can be extended or altered in the most appropriate manner. It is based on an assessment of which parts of residential buildings are most sensitive to change and, conversely, where there is greater capacity for existing buildings to accommodate change, as well as the degree of change that is considered acceptable. The SPD offers guidance on appropriate design solutions to various extensions and alterations, based upon established and accepted design principles.
- 1.10. The SPD has been subject to a sustainability appraisal (The Residential Alterations and Extensions Supplementary Planning Document Sustainability Appraisal and Scoping Report December 2006) to ensure the document contributes to the achievement of sustainability objectives.

Policy Context

- 1.11. The following planning policies and guidance have been used to inform this SPD. Any residential extension or alteration must be consistent with the statutory planning framework established by Hackney's Unitary Development Plan and the London Plan and take into account relevant Government guidance as outlined below.

National Policy

- 1.12. Planning Policy Statement 1: Delivering Sustainable Development 2005 (PPS1) requires that "planning policies should promote high quality inclusive design in the layout of new developments and individual buildings in terms of function and impact, not just in the short term but over the lifetime of the development" (Paragraph 13 (IV)). PPS1 also states that "design which fails to take the opportunities available for improving the character and quality of an area should not be accepted." (Paragraph 13 (IV))
- 1.13. Planning Policy Statement 3: Housing (PPS3) sets out how Local Planning Authority's policies on various aspects should relate to new approaches to housing and encourages, amongst other things, the provision of informed guidance to applicants on the methods for more efficient use of space without compromising the quality of the townscape. PPS3 encourages the creation of places and spaces that are oriented to the needs of people, creating distinctive neighbourhoods and enhancing local character.

1.14. Planning Policy Statement 22: Renewable Energy (PPS 22) sets out key principles which local planning authorities should adhere to in their approach to planning for renewable energy. It offers guidance on the need to include policies in development plans which promote and encourage renewable energy resources; the need for criteria based policies against which to assess applications for renewable energy developments – policies should not rule out or place constraints on the development of renewable energy technologies without sufficient reasoned justification; and the need to consider the wider environmental and economic benefits of renewable energy projects as material considerations that should be given significant weight in determining whether proposals should be granted planning permission.

1.15 Planning Policy Guidance Note 15: Planning and the Historic Environment (PPG15) sets out the Government’s policy for the identification and protection of the historic built environment. It offers guidance and advice on controls over Listed Buildings and Conservation Areas. It also encourages Local Planning Authorities to maintain a list of buildings of local significance to compliment the list of buildings of national importance, and offers advice on the preservation and enhancement of the wider historic environment.

Regional Policy

1.16. Regional policy is identified in the Mayor’s Spatial Development Strategy, The London Plan, February 2008, which forecasts London’s land use and spatial development considerations for the next twenty years. The Plan identifies key priorities for housing focusing on making London a better city for people to live in and ensuring that future residential development is located so as to maximise the use of scarce land,

to conserve energy and to be within easy access of jobs, schools, shops and public transport.

1.17. The document states that good design is central to all the objectives of the Plan. Specific design principles and issues are addressed in the London Plan policies as follows:

Policy 4B.1: Design Principles for a Compact City focuses in particular on ensuring developments are sustainable, durable and adaptable and respect local context, character and communities, and London’s built heritage.

Policy 4B.2: Promoting World-Class Architecture and Design signals that the Mayor will work with partners to promote design guidelines for London.

Policy 4A.3: Sustainable Design and Construction required measures to conserve energy, materials, water and other resources and ensure developments are comfortable and secure for users.

Policy 4B.8: Respect Local Context and Communities calls for boroughs working with local communities, to recognise and manage local distinctiveness ensuring developments preserve or enhance local social, physical, cultural, heritage, environmental and economic characteristics.

Policy 4B.12: Heritage Conservation states that Councils should protect and enhance historic assets in London.

Policy 4A.14: Requires the Council, where appropriate to, encourage green roofs on residential properties to assist in the managing of long-term flooding risk and in increasing biodiversity. The Council should also discourage the covering of

front gardens to provide hard-standings for car-parking, again contributing to sustainable urban drainage. In addition, The London Plan identifies as one of the aims for the Blue Ribbon Network to encourage sustainable drainage techniques within urban areas.

Local Policy

1.18. Hackney’s existing planning policy is set out in the Unitary Development Plan 1995. Specific policies related to residential extensions and alterations are identified as follows.

Policy H03 Other Sites for Housing

The Council will normally permit housing development elsewhere in the borough where:

(A) Development of the site does not conflict with other policies and proposals in the plan and in particular with the retention of land and floorspace for employment uses;

(B) The environment of the site is acceptable or would be made acceptable by the proposal in accordance with policies in the environmental quality chapter; and

(C) The proposed scheme is of a high quality with minimal disadvantages to residents in the surrounding area and is compatible with surrounding uses.

Policy EQ1 Development requirements

The Council will normally permit alterations and extensions to buildings which:

(A) respect the visual Integrity and established scale, massing and rhythm of the buildings or street scene (Including characteristic building lines and plot widths) of which they form a part;

(B) are of materials, form and detailing appropriate to the design and the locality;

(C) retain, enhance and/or create urban spaces, views, landmarks and other townscape features which make a significant contribution to the character of the area, and take opportunities to reveal such features to public view;

(D) are of a height which accords and is compatible with neighbouring buildings, and have regard to the special circumstances of the site, and do not detract from Important or potentially Important views;

(E) provide safe and convenient access and circulation facilities for both users and the general public, particularly people with disabilities and people with children;

(F) do not constitute over development leading to cramped layouts and/or obtrusiveness in relation to adjoining properties;

(G) provide adequate sunlight, daylight and open aspects to all parts of the development and adjacent buildings and land;

(H) do not have any unacceptable detrimental effect upon the reasonable use and enjoyment of adjacent buildings and land, due, for example, to vibration, noise, smells, emissions or presence of hazardous substances and materials;

(I) do not adversely affect the amenities of existing occupiers of the same development, building or site;

(J) maximise energy conservation through design, siting and orientation, where consistent with criteria (a) - (d) above Policy EQ12 Protection of Conservation Areas. The Council will only normally

permit development proposals within, adjacent to, or affecting a Conservation Area which would preserve or enhance its character or appearance.

Policy EQ14 Alterations and Extensions of Buildings in Conservation Areas.

The Council will permit proposals for alterations and extensions to buildings in Conservation Areas where they comply with policies EQ1 and 12; and

(A) Where they preserve or enhance the character or appearance of the area: they should normally be confined to the rear or least important facades and should not upset the scale or proportions of buildings or adversely affect the character, appearance or setting of neighbouring buildings;

(B) They preserve (or, where missing, reinstate) characteristic features such as doors, windows, roof details (e.g. chimneys, chimney pots, roof line and pitch) and party wall up stands even where these elements may be redundant. Where roof extensions are acceptable in principle they should accord with the

period and character of the building (s) and the surrounding area. Roof extensions will not normally be acceptable where they would harm the architectural integrity of a building or the unity of a group or terrace.

1.19. The emerging core strategy for Hackney's LDF has two preferred options relating to Residential Extensions

(A) Preferred Policy Option 13: All development should seek to transform positively Hackney's built environment and create a sense of place and local distinctiveness. The retention of buildings of heritage value is vital to maintaining Hackney's distinctiveness. The State of Hackney's Historic Environment (2005) not only catalogues the borough's heritage, but also outlines the Council's stewardship role in protecting and enhancing it.

(B) Preferred Policy Option 14: Development should protect and enhance the special character of Hackney's 25 Conservation Areas and any new Conservation Areas designated by the Council, as well as protecting statutorily listed buildings.

Relationship of this SPD to the Local Development Framework and London Plan

1.20. An SPD is a Local Development Document which forms part of the London Borough of Hackney's Local Development Framework (LDF) as shown in the Fig. 1.1. The LDF will replace the Hackney Unitary Development Plan 1995.

1.21. The Council's Local Development Scheme, adopted in April 2005, sets out the project plan and timetable for preparing the LDF and identifies the completion of a Supplementary Planning Document for residential extensions as a priority for completion in June 2008.

1.22. The SPD will be monitored on an annual basis as part of the Annual Monitoring Report. The SPD may be reviewed in light of the Core Strategy which is expected to be adopted in late 2009.

1.23. Each application on residential extensions and alterations will be assessed against the local policies such as EQ1 and EQ14 as well as the policies from the London Plan including 4B.1.

and certain changes of surface material and minor alterations. These types of development are normally referred to as permitted development.

1.26 Permitted development rights do not apply to flats, and can be removed by an Article 4 Direction, or by a planning condition, covering specified development. You are, therefore, advised to write to the Planning Service before undertaking any works to your house or flat, giving details of the works proposed, together with a plan showing dimensions in metres and a site location plan. Further advice on whether or not a given work constitutes permitted development can be obtained either from the Planning Service or online from the Government Planning Portal.

1.27. Planning permission should not be confused with approval under the Building Regulations. A separate application must be made to the Building Control Service of the Council for the necessary approvals, after planning permission has been obtained. When applying for planning permission it is essential to remember that, in order to ensure that your proposal can be built, it must also comply with the Building Regulations.

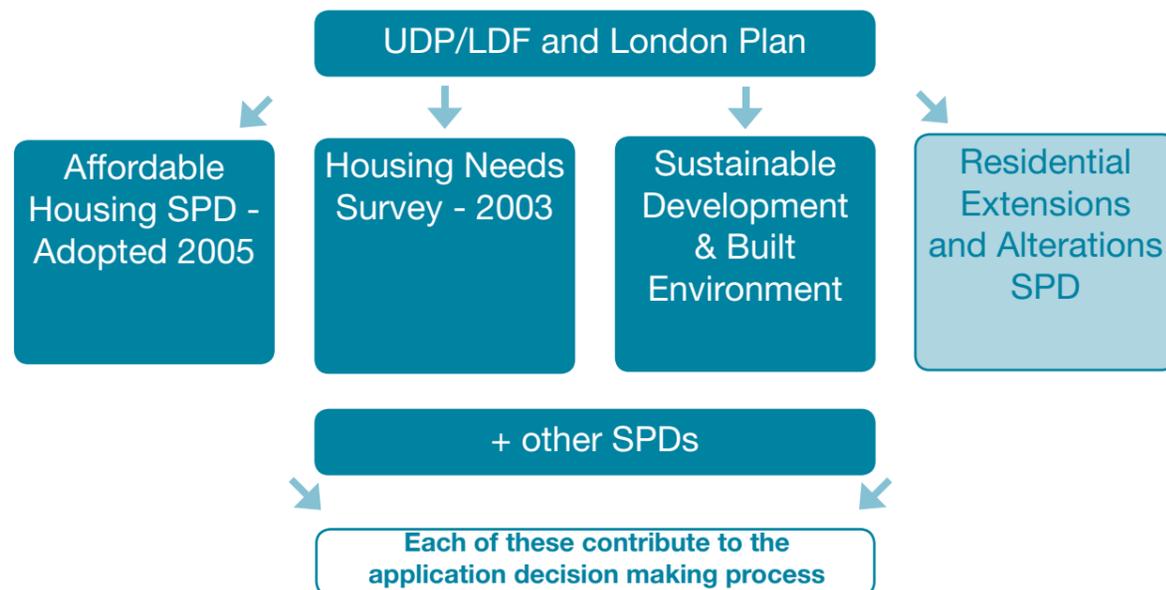
1.28. Listed Building Consent will be required for any works (both internal and external) to a statutory listed building, even if planning permission is not needed. It is a criminal offence to carry out, or cause to be carried out, works to a listed building without permission.

The need for Planning Permission

1.24. It is essential to consider whether a proposal to extend or alter a residential property requires permission, and, if so, what type of permissions may be required.

1.25. Development can sometimes include certain works that may not require planning permission, for instance small extensions, works to low boundary walls and fences

Figure 1.1: Relationship of the Residential Extensions SPD with UDP/LDF and a sample of other SPDs as an example.



- 1.29. Conservation Area Consent may be required for certain works in Conservation Areas which include the demolition of an existing structure as part of any proposals.

Submitting an Application

- 1.30. Before submitting an application you should discuss the proposals with your immediate neighbours who may be affected. This may help to resolve any objections or concerns they may have, which otherwise might be raised when you submit your application.
- 1.31 You are advised to submit your plans to the Planning Service for pre-application advice prior to the formal submission of a planning application. This will allow the planning officer to review your proposal and highlight any issues of concern. This may save time during the course of the application should amendments to your proposal be required.

Preparing an Application:

- 1.32 The use of a suitably qualified and experienced professional (such as a qualified architect) to prepare your planning application is recommended.

- 1.33 A full and accurate set of information should be submitted with your application, including metrically scaled plan and elevation drawings showing the existing and proposed development; and the proposals in the context of surrounding development. Details of all materials should be included on the drawings. Photographs of the site should be included along with any other supporting information required.
- 1.34 Existing trees, especially those in Conservation Areas or those covered by Tree Preservation Orders, should not be compromised by any proposed extension or alteration, and it is essential that any application identifies the impact of the proposal on existing trees.

Application Pack

- 1.35 Full details are contained in a detailed Application Pack available from Planning Services and on the Council's web site.



2 HACKNEY'S PHYSICAL CHARACTER

Introduction

2.1 Hackney's physical identity derives from its urban form, which is made up of its individual buildings and how they relate to each other, through the arrangement of streets, open spaces, and town centres. This urban identity is based upon a layering of urban forms and spaces over the history of its development.

2.2 When Queen Victoria ascended the throne in 1837 Hackney and Stoke Newington were villages along with the hamlets of Upper and Lower Clapton, Shacklewell, Dalston and Homerton. There was some ribbon development with terraces and villas along main roads such as Kingsland Road. There were also a number of large mansions set in parkland grounds such as Clissold House, Brooke House and so on.

2.3 But Hackney was still mainly open country with pasture, market gardens, nurseries and brickfields. In 1831 the total population of Hackney was some 31,000 and the population of Stoke Newington was just 4,000. Shoreditch, on the edge of the City of London, was already built up with a population of some 68,000.

2.4 By Queen Victoria's death in 1901 the population of Hackney had risen to almost 390,000 and most of these people were living in houses built in the preceding 50 years. These houses still make up the vast bulk of the buildings in Hackney today, even allowing for the municipal housing developments of the 20th century.

Sequence of Development

2.5 The earliest large scale house building commenced in the 1830's to the west of Kingsland Road in the formally planned De Bevoir Town area, and the pace of

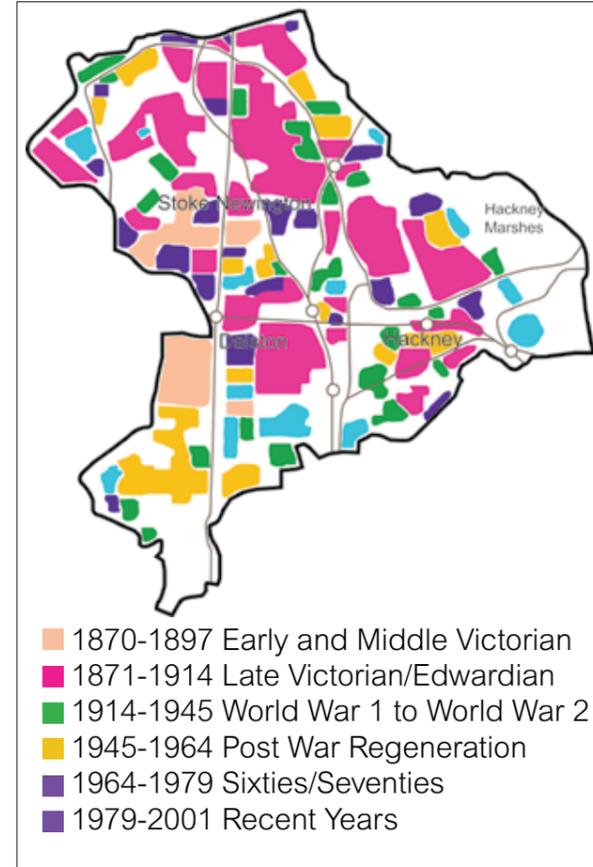
change accelerated as the former estates were gradually sold off for building.

2.6 From the 1850's onward development spread to the east of Kingsland Road to the Mapledene area, and the streets around Queensbridge Road and London Fields were laid out in this period. At the same time there was some development in Stoke Newington and further ribbon development took place. Building activity accelerated in the 1860's along with the general increase in population. Much of south Hackney including Victoria Park and land north of Dalston Lane was developed at this time. Both neighbourhoods were completed by the 1870's.

2.7 Larger scale development then moved north of Hackney Downs and Lower Clapton Road. From the 1870's the streets in Stoke Newington and Upper Clapton Road were laid out, culminating in the development of Stamford Hill. By the late 1880's development also reached to the north east to the Lea marshes. Housing development was given added impetus by the construction of the new railway lines from Liverpool Street. Areas of high quality Victorian and Edwardian suburbs for the middle classes sprang up around Graham Road, in Stoke Newington, and in the Northwold and Cazenove area.

2.8 So, by the last decade of the nineteenth and the first decade of the twentieth century, the development of the borough was virtually complete with streets and houses filling the remaining empty land. The only open spaces left were parks, squares or cemeteries (some of which comprised the last remnants of formerly extensive common land, or 'commons').

Figure 2.1 Map of the borough showing the ages of buildings in different areas.



2.9 Much of the borough's character derives from the quality of its Victorian and Edwardian residential development, the suburbs of their day. The State of the Historic Environment report showed

that Hackney has examples of almost all of London's housing forms since the 17th century, from some of the first terraced housing outside the City, to the speculative streets and squares of the 19th century and the public housing of the 20th century.

2.10 During the twentieth century large parts of the borough's urban fabric was renewed. Some of this followed bomb damage sustained during the Second World War, and some followed slum clearances. Much of this development was at a greater density than that previously seen in the borough and followed modernist planning principles indicative of the optimism of the post-War period. Hackney has an impressive selection of social housing from this period.

2.11 Hackney is, therefore, a rich overlaying of development from all periods. It contains significant areas of special interest from these periods, some of which are currently designated as Conservation Areas. Much of this character is increasingly threatened by the cumulative effects of piecemeal and small scale changes, such as replacement windows, unsympathetic extensions, and alterations to street frontages.

Houses in Hackney

Georgian

2.12. Hackney has a few remaining examples of housing from the Georgian period (roughly 1714 -1830) and some good examples are found at Cassland Road, Clapton Common, Stoke Newington Church Street, Sutton Place and in Mare Street. These generally demonstrate the typical features of the Georgian house, including gauged flat brick arches to the window and door openings, sash windows with slim glazing bars, a raised ground floor above a basement with a front area enclosed by wrought iron railings, steps up to panelled front doors with a fanlight above. The roof construction is a shallow double pitched roof with a central gutter, concealed behind a parapet, giving the street frontage a uniform horizontal line often embellished with a moulded cornice in stucco or stone (Figure 2.2).

Figure 2.2 Georgian terraced house



Victorian and Edwardian

2.13. The early period of Victorian housing development (1840-1860) reflected the picturesque Italianate style, intended to give as much architectural importance to each house as to the group or terrace. Houses from this period retain their richness of detail, including elaborate stucco door and window surrounds and a prominent cornice along the top of the façade forming a continuous roof line to the street. Houses of this type can be seen in and around Albion Square (Figure 2.3).

2.14. The Victorians wanted something different to the uniformity of the Georgian terrace and they gradually modified the concept of the Georgian house. Important changes saw the development of the bay window, at first at the ground floor only but later carried up to the first floor as well. This marked a move away from the flat wall plane of the Georgian terrace. Another innovation was the introduction of the pillared porch for individual houses, and a pitched roof with overhanging eaves. A further departure from Georgian architecture was the appearance of the sash windows, which changed as larger panes of glass became available (Figure 2.4).

2.15. This house type was developed into the basic housing form of the high quality suburbs that were built in the last quarter of the nineteenth century throughout much of central Hackney. By the turn of the century, the full development of the ubiquitous late Victorian and Edwardian period terrace was being built by the thousands all over London (Figure 2.5).

Figure 2.3 Early Victorian house



Figure 2.4 Early/mid Victorian terrace



Figure 2.5 Late Victorian/Edwardian house



Inter-War

2.16. Between the wars the terrace house continued to assimilate various styles including arts and crafts, and art deco or 'moderne'. Typical features include open porches, two storey front bays with gabled roofs and stained glass windows to the front doors (Figure 2.6).

Figure 2.6 Inter-war terraced house



2.17. Hackney also has good examples of the two storey semi-detached house type from the inter-war period, with semi-circular front bays under tiled hipped roofs with deeply overhanging eaves, recessed porches and leaded light windows (Figure 2.7).

Figure 2.7 Inter-war semi-detached house



Figure 2.8 Early mid Victorian terrace house

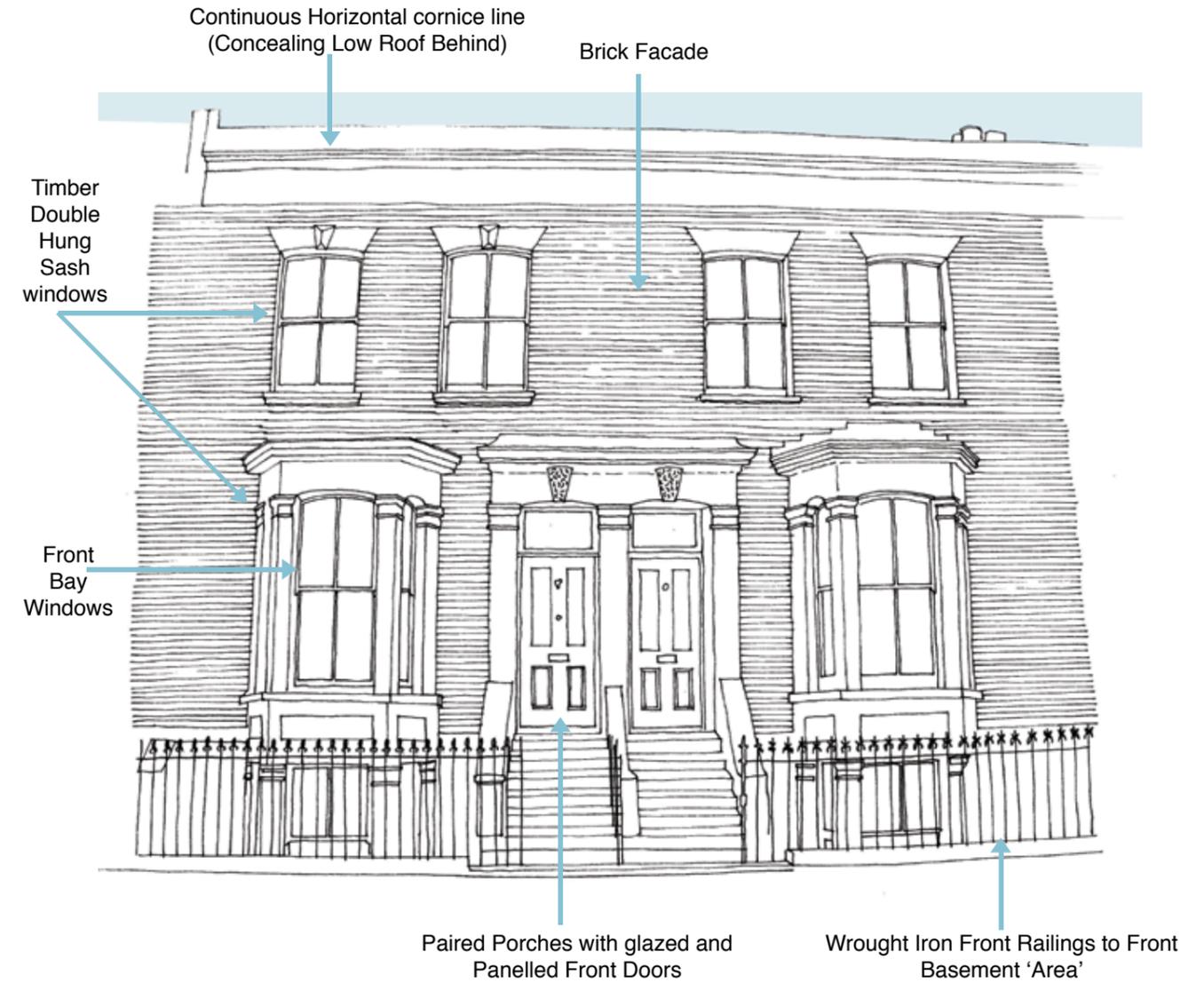


Figure 2.9 Early mid Victorian semi-detached house

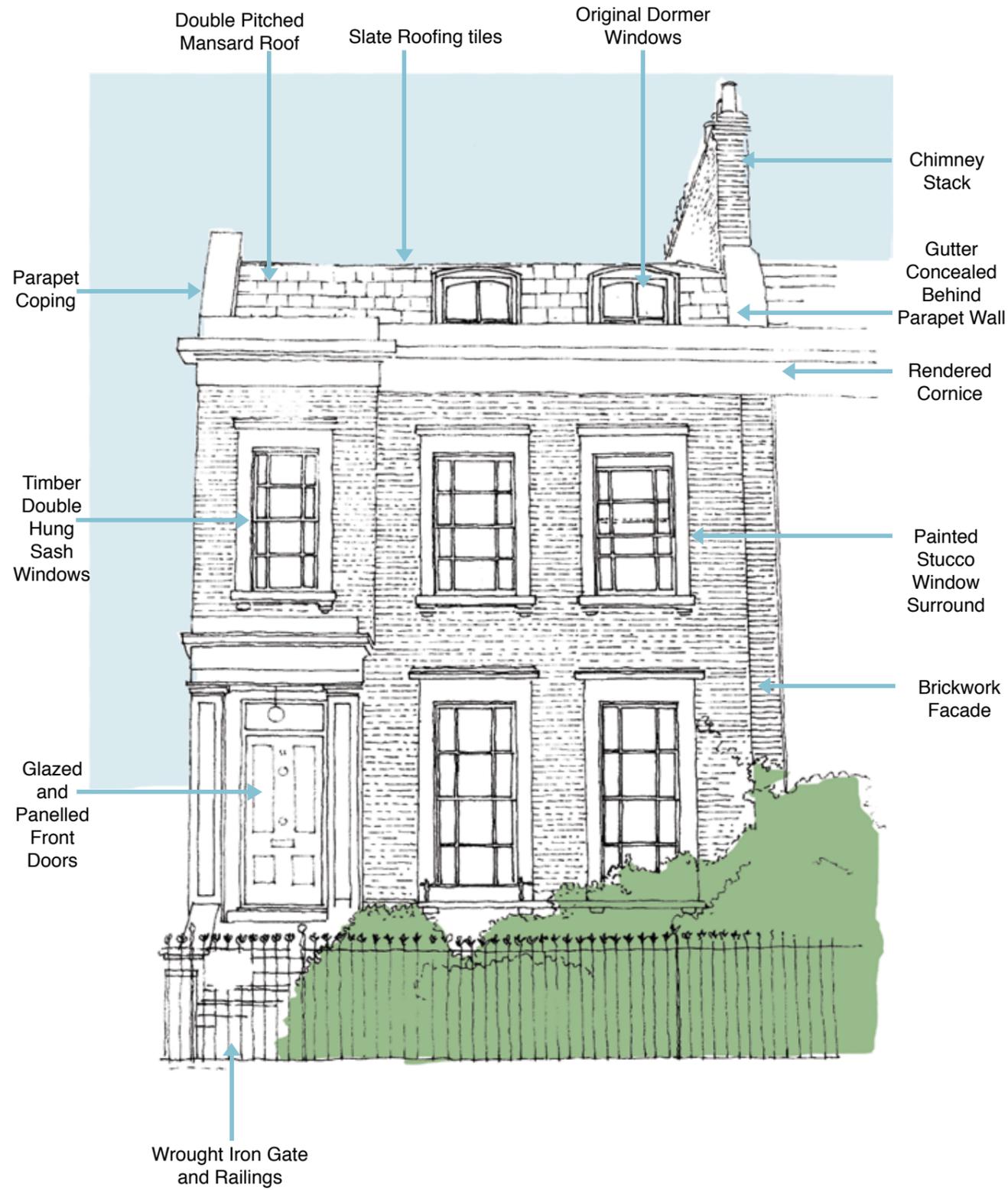


Figure 2.10 Late Victorian/Edwardian terrace house

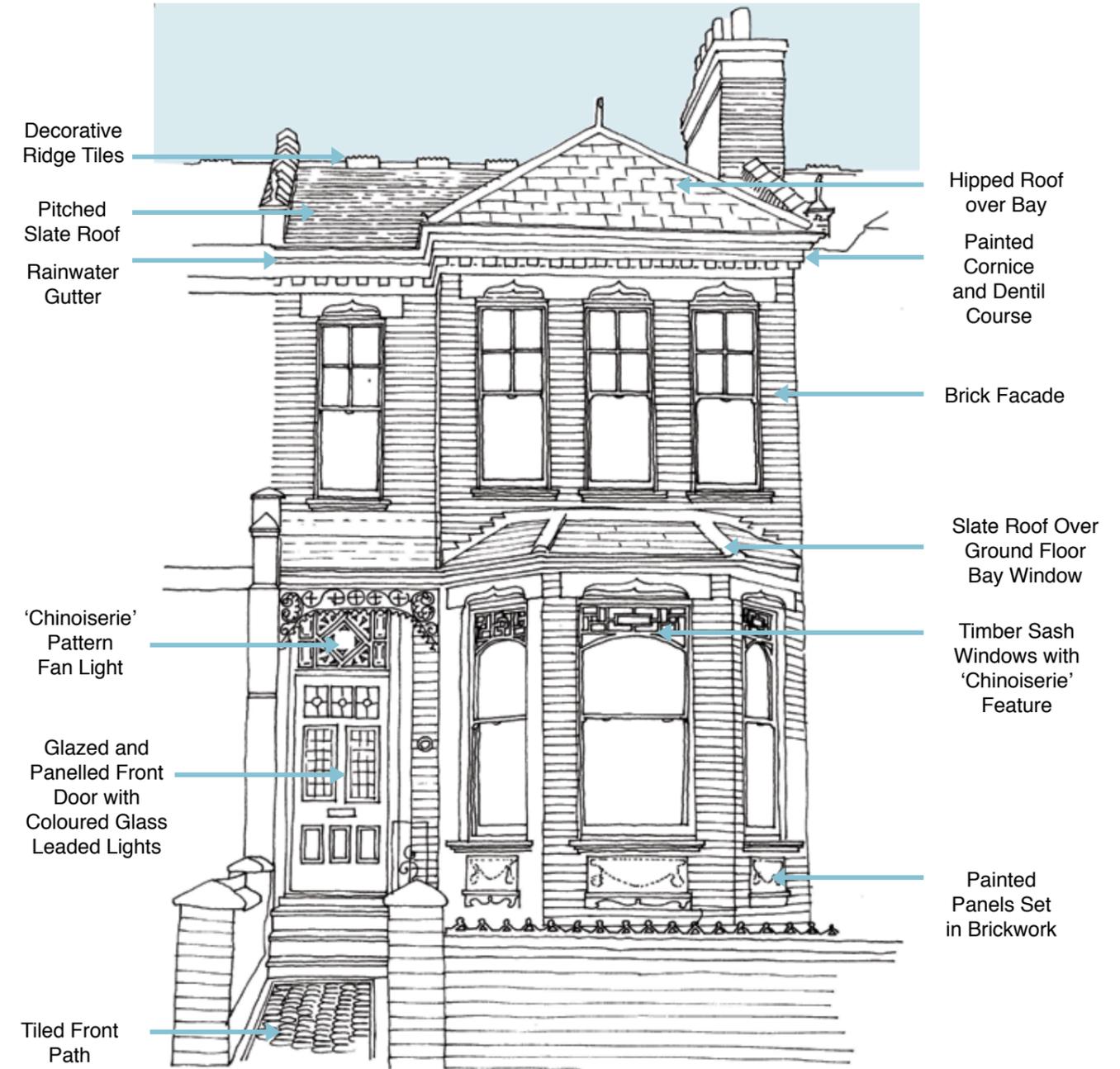
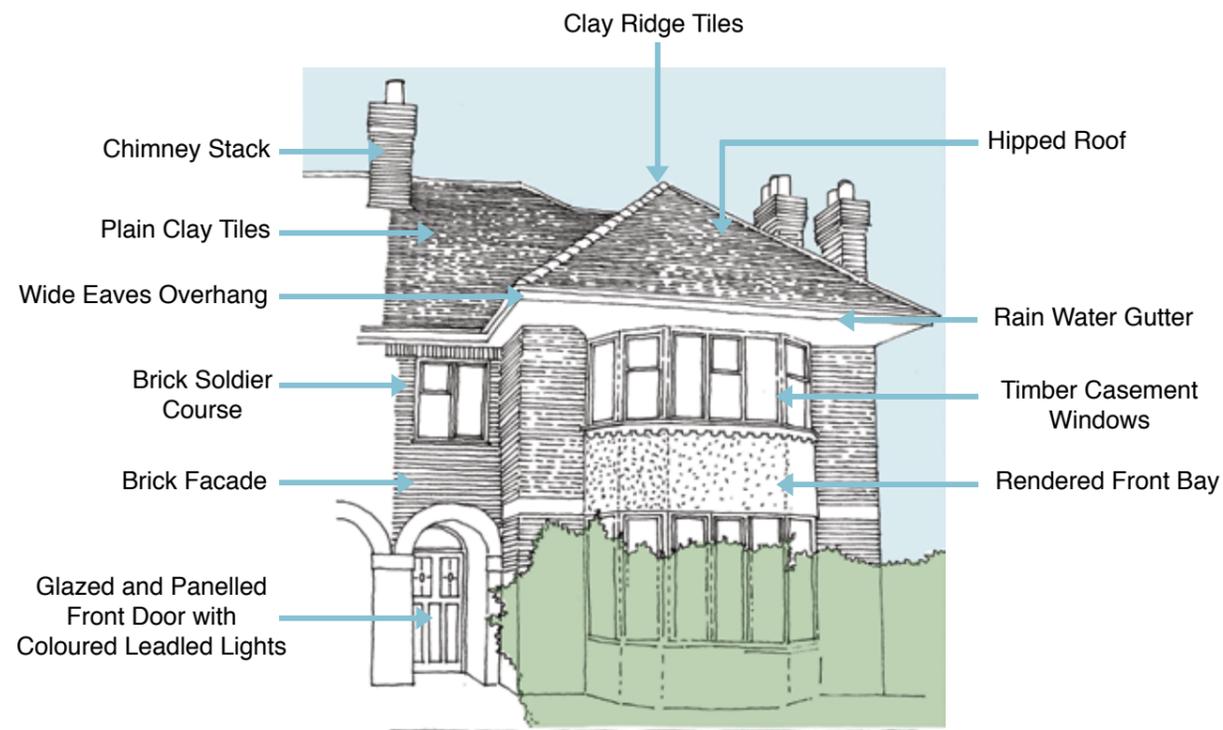


Figure 2.11 Inter-war small terrace house



Figure 2.12 Inter-war semi detached house



Streetscape Character

2.18. Hackney's townscape reflects the history of its development and the layering of buildings of different periods. This has led to the creation of areas of distinctive local character, which contribute positively to the Borough's identity and special character.

2.19. Much of Hackney's townscape is characterised by terraced housing from the Victorian and Edwardian periods. These qualities define not only Hackney's overall character, but also the character of its constituent areas and individual streets.

2.20. When the original builders laid out Hackney's streets much care was taken to design neighbourhoods that fitted together in a coherent way, using street layouts which encouraged ease of circulation through the urban fabric, with streetscapes consciously defined by the architectural qualities of the built form.

2.21. Streetscapes generally possess a unity of building line, scale, and materials. They

have a unity of enclosure or openness defined by the layout of buildings fronting the street, either as long terraces, or as smaller groups. The gaps between the buildings are an important contributor to townscape character, as is the relationship of the built form with the street itself. This includes building lines, gardens and front boundary treatments.

2.22. The roof line and building silhouettes are also a defining character of Hackney's streetscapes. Again, there is a general unity of roof lines and building silhouettes within individual areas and streets throughout the Borough. In earlier periods the roof line is unified behind a parapet, as in the Georgian or mid-Victorian terrace illustrated in figures 2.13 and 2.14. These are streets of typical Victorian terraces of 'artisans' cottages, consisting of smaller, cheaper houses which nevertheless borrow from the architectural decoration of grander villas and terraces.

Figure 2.13 Mid Victorian terrace



Figure 2.14 Typical Victorian terraces



2.23. In the late Victorian and Edwardian period the terrace form became more varied and picturesque, often punctuating the roof line with a rhythm of gables, chimney stacks and occasionally ornate dormer windows as shown in Figure 2.15 and 2.16.

Figure 2.15 Typical mid Victorian terraces



Figure 2.16 Late Victorian/Edwardian terrace



3 GENERAL DESIGN PRINCIPLES

Introduction

3.1 The following general principles underpin the detailed design advice found throughout this Supplementary Planning Document. They are based on an understanding and appreciation of the characteristics of the Borough's house types. They contribute to the Council's aim of preserving or enhancing the appearance and amenity of its residential areas, and strengthening local distinctiveness through the use of high-quality design.

Scale and Form

3.2 Much of Hackney's townscape and urban form are composed of areas with unified streetscapes retaining their visual integrity, and of individual buildings or groups of buildings forming distinct, unified terraces. Any extension or alteration should, therefore, not dominate or detract from the original building or group of buildings or the street scene. As a general rule extensions and alterations should be confined to rear elevations, and extensions should be smaller in scale than the original building. Materials and detailing should generally be complementary to those of the existing building.

High Quality Design

3.3 Achieving high quality design is a primary objective within Hackney's development control system. The guidance set out in this document reflects accepted principles of good design. Although the guidance cannot anticipate every eventuality, its aim is to improve local amenity and built form and preserve the character of individual neighbourhoods and the wider locality. The guidance is based on an understanding and appreciation of the existing buildings of the Borough, but does not necessarily preclude innovative, high-quality, contemporary architectural solutions.

Respect and Maintain Character

3.4 Any residential extension or alteration should respect the architectural character of the original building and its setting. Residential properties in Hackney generally follow established principles of urban design and architectural expression including scale, massing and rhythm, plot widths, building line, roof line, the amount of modelling to the façade, the fenestration pattern, eaves and parapet details and materials.

3.5 These are all characteristics which contribute to the local distinctiveness of the Borough, and to the qualities of the street-scene as a whole, as well as to the attractiveness of individual buildings or groups of buildings. Generally, if there is an established building form and pattern of design features within a street, this should be broadly adhered to. As a general guide, the most satisfactory works are those which alter the external appearance of a building as little as possible. Large scale extensions and alterations which dominate the appearance of the original building are unlikely to be acceptable.

3.6 Different parts of a building will have varying sensitivity to, and capacity for, change. Extensions and alterations to front elevations and the roof line are likely to impact on the appearance of a building and the surrounding streetscape. Rear elevations are generally less sensitive to extensions and alterations especially at ground floor level, although the sensitivity to alterations increases with height. Basement extensions can offer an opportunity to increase the capacity of a building, subject to environmental and engineering constraints.

Quality of Materials and Workmanship

3.7 All materials used for residential alterations and extensions should be of the highest quality and relate to those used on the existing building. They should be appropriate for their location, durable and should age well.

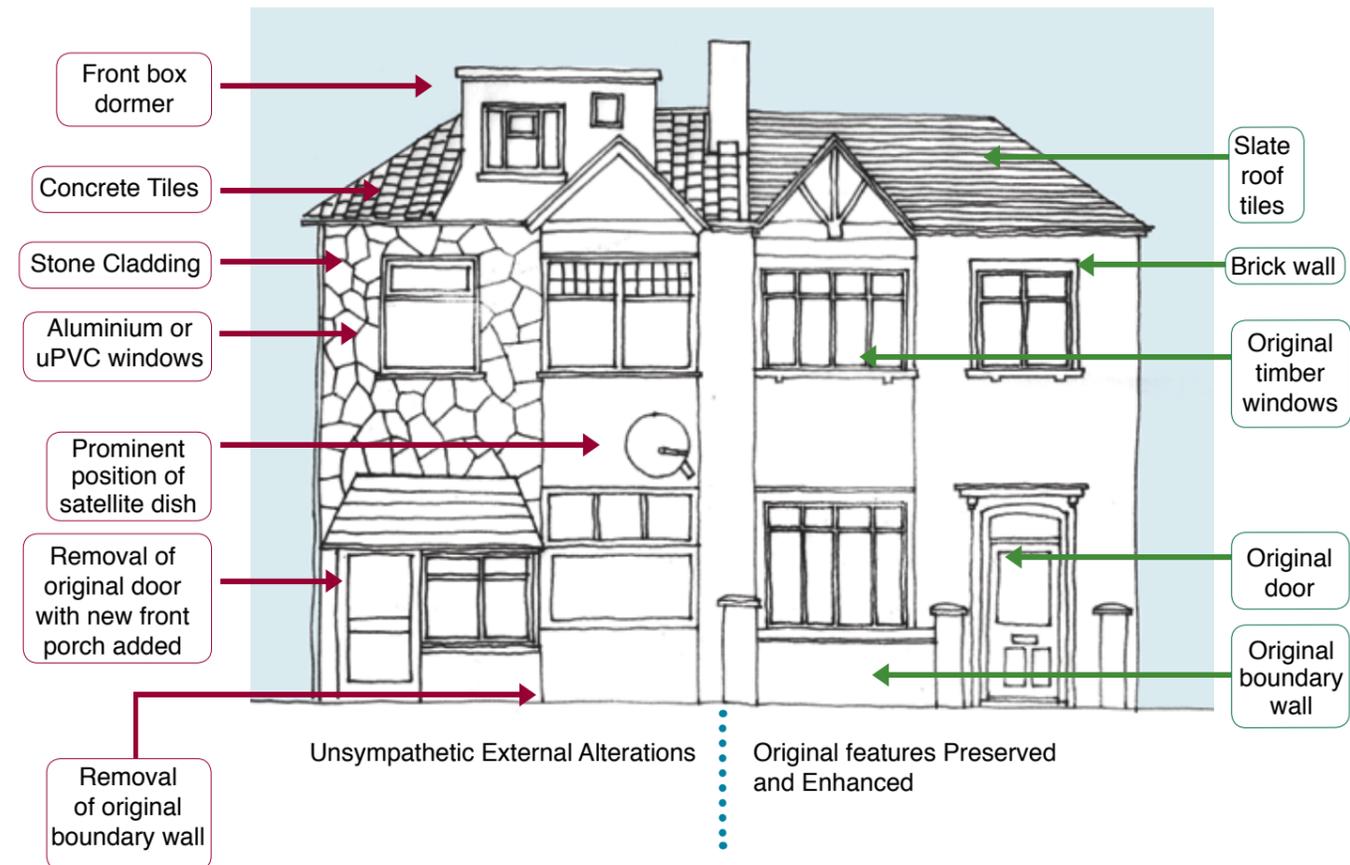
Maintain Privacy, Daylight and Environmental Quality

3.8 Extensions can lead to a loss of privacy for neighbouring properties due to overlooking from new windows closer to adjacent boundaries. Privacy can be lost through an inadequate distance between windows of habitable rooms. Overlooking can also lead to loss of privacy of external amenity spaces. Similarly, balconies and

roof terraces can also threaten the privacy of neighbours and can be a source of nuisance. Noise pollution may affect acoustic privacy and any noise generating activity should be carefully considered as part of any proposals. Whilst the use of privacy screens may prevent overlooking, noise activity on a balcony can still be disruptive to neighbours with adjacent windows.

3.9 The size and volume of any extension may be limited by the degree to which it blocks out daylight from the neighbouring property's windows. The need to maintain a reasonable outlook for neighbouring properties also needs to be carefully considered.

Figure 3.1 External façade alterations



DESIGN GUIDELINES: REAR EXTENSIONS

- 3.10 Extensions to existing houses can generally be accommodated at the rear provided they are designed to respect the character and size of the original house.
- 3.11 The composition of the rear elevations of Hackney's housing stock contributes to its overall townscape. The prominence of corner properties and other properties whose rear can be seen from adjoining streets and side streets remains an additional consideration.
- 3.12 Rear extensions have the potential to impact on the privacy, outlook, amenity and daylight of neighbours. In order to determine whether a given application is acceptable, assessment of these impacts is judged on various approved methods. Where necessary, daylight calculations must be submitted as part of any application.

Figure 3.2 Rear extensions have the potential to infringe on neighbours' privacy and outlook.



Design Principles: All Rear Extensions

- 3.13 Rear extensions must be subordinate to the principal building, i.e. should be at least one storey lower than the eaves height of the building. Single storey extensions are preferable to taller developments.
- 3.14 All extensions should comply with the 45 degree rule in order to avoid them becoming overly dominant and visually bulky resulting in over-shadowing and loss of amenity for neighbours.
- 3.15 The size of the property and length of the rear garden is crucial in determining the acceptable depth of a rear extension. A rear extension should not result in a significant loss of amenity space.
- 3.16 The original windows and door openings of the principal building should be retained where possible. Extensions should not infringe on existing openings that are to be retained.
- 3.17 The form of the extension and materials used should normally reflect those of the original building.
- 3.18 The solid-to-void ratio, such as the proportions of the doors, windows and other openings should be sympathetic to the original building.
- 3.19 The prominence of corner properties and other properties whose rear elevation can be seen from adjoining streets and side streets will require additional consideration, wherever an extension is likely to affect the townscape.
- 3.20 For listed buildings, and buildings in Conservation Areas, additional controls will apply and additional permissions may be required.
- 3.21 Extensions and alterations will often have a wider impact than the immediate rear garden setting of a house. The resulting size, shape and height of an extension must take into account the basic design principles outlined above together with the following details.

Single Storey Rear Extensions

Depth

3.22 Terraced Houses, including end of terrace: the maximum depth normally acceptable is 3 metres provided a minimum of 50% of the back garden remains. Rear extensions to houses with very small gardens will be

assessed on their individual merits. If the neighbouring house is set at a lower level or has a different rear building line then this depth may have to be reduced.

Figure 3.3 Acceptable depth in terraced house

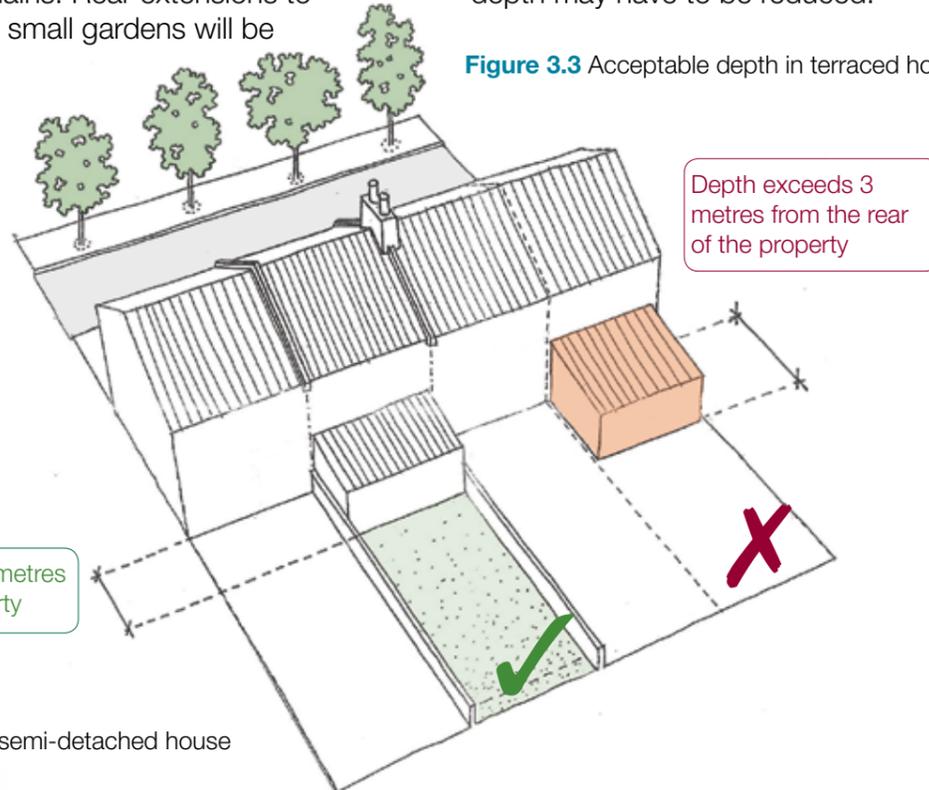
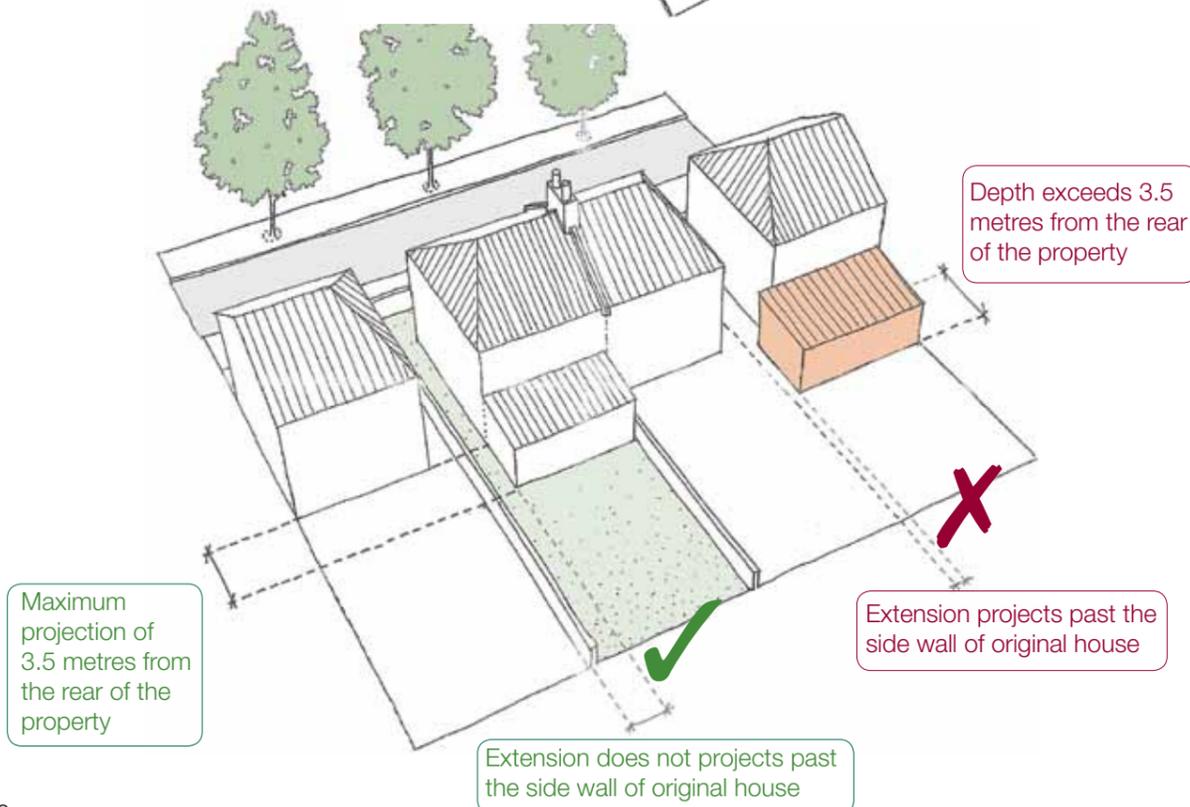


Figure 3.4 Acceptable depth in semi-detached house



3.23 Semi-detached Houses: the maximum depth normally acceptable is 3.5 metres provided a minimum of 50% of the rear garden remains. If the neighbouring house is set at a lower level or has a different rear building line then this depth may have to be reduced. The acceptable depth of any proposed extension will depend on the size of the existing garden as well as the size of the original property.

3.24 Detached Houses: the maximum depth normally acceptable is 4 metres provided a minimum of 50% of the rear garden remains. Again, if the neighbouring house is set at a lower or has a different rear building line this depth may have to be reduced. The acceptable depth of any proposed extension will depend on the size of the existing garden as well as the size of the original property.

Width

3.25 Full width single storey rear extensions will normally be acceptable to terraced, semi-detached and detached properties

as long as any roof overhang (including guttering) is kept within the site boundary.

3.26 However if the adjoining property is set at a lower level then the extension may need to be set in from the boundary to reduce any loss of light.

Height

3.27 The height of single storey rear extensions should be kept as low as possible on the boundary to avoid an unacceptable impact on the neighbouring property. The height of extensions will be assessed on a case by case basis, taking account of all external features including any change in ground and floor levels and the relationship to adjacent properties.

Building Design Details

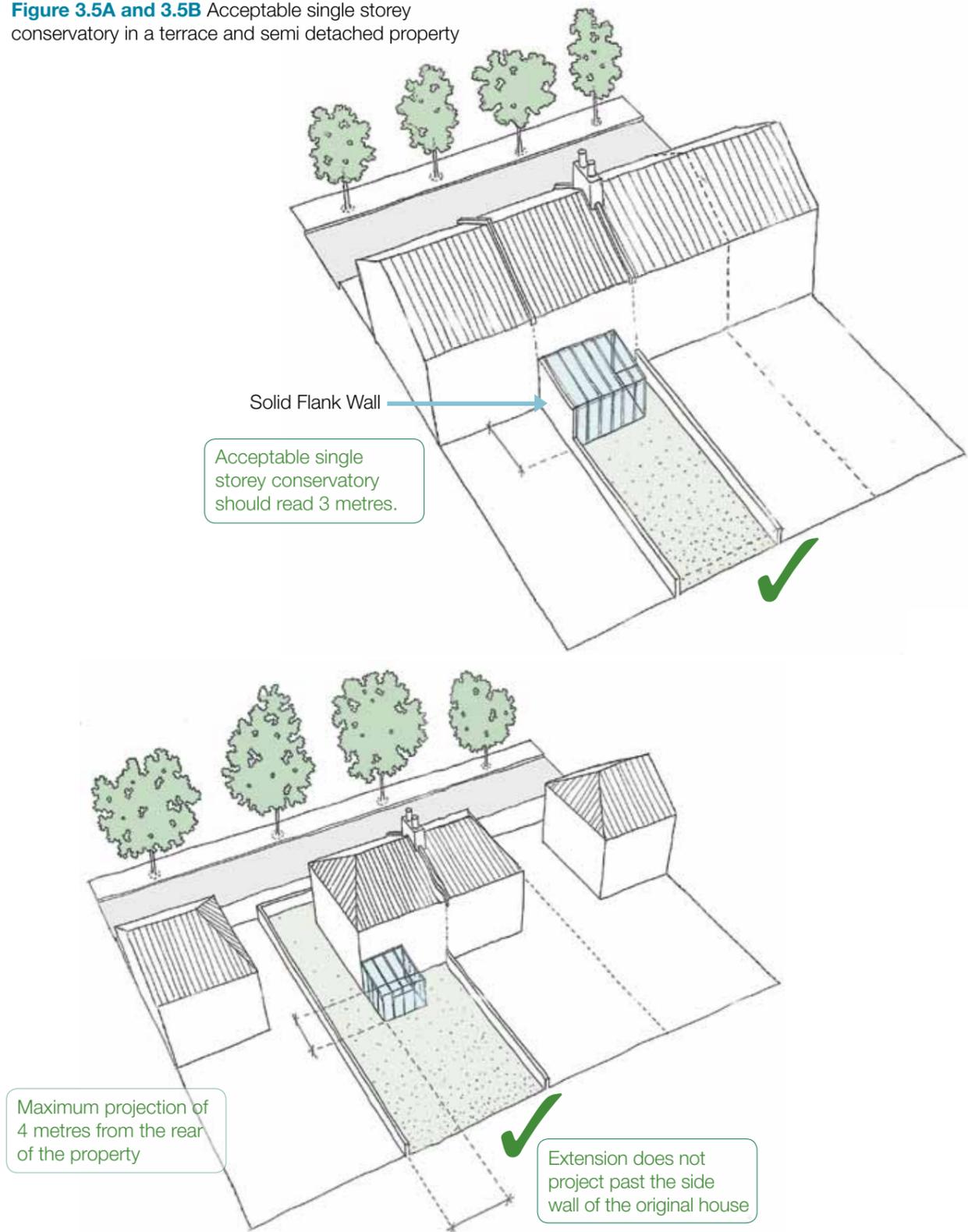
3.28 Features of the extension, such as doors and windows, should generally have similar proportions and be constructed in materials that are the same as the original house.

Conservatories

3.29 Conservatories are essentially single storey glazed extensions and they must comply with the guidance for single storey rear extensions set out above. Conservatories

should be located at the rear of the house and respect and complement the scale, plan form, materials and architectural characteristics of the original building.

Figure 3.5A and 3.5B Acceptable single storey conservatory in a terrace and semi detached property



Two Storey Rear Extensions

3.30 Two storey extensions and alterations will have a wider impact than the immediate garden setting. The resulting size, shape and height of an extension must take into account the basic design principles outlined above together with the following details:

3.31 In certain circumstances two storey rear extensions to end-of-terrace, semi-detached and detached properties may be acceptable subject to the proposal being acceptable in terms of design and amenity, such as adequate daylight, overlooking and provided the extension does not appear over dominant when viewed from adjoining properties.

45 Degree Rule

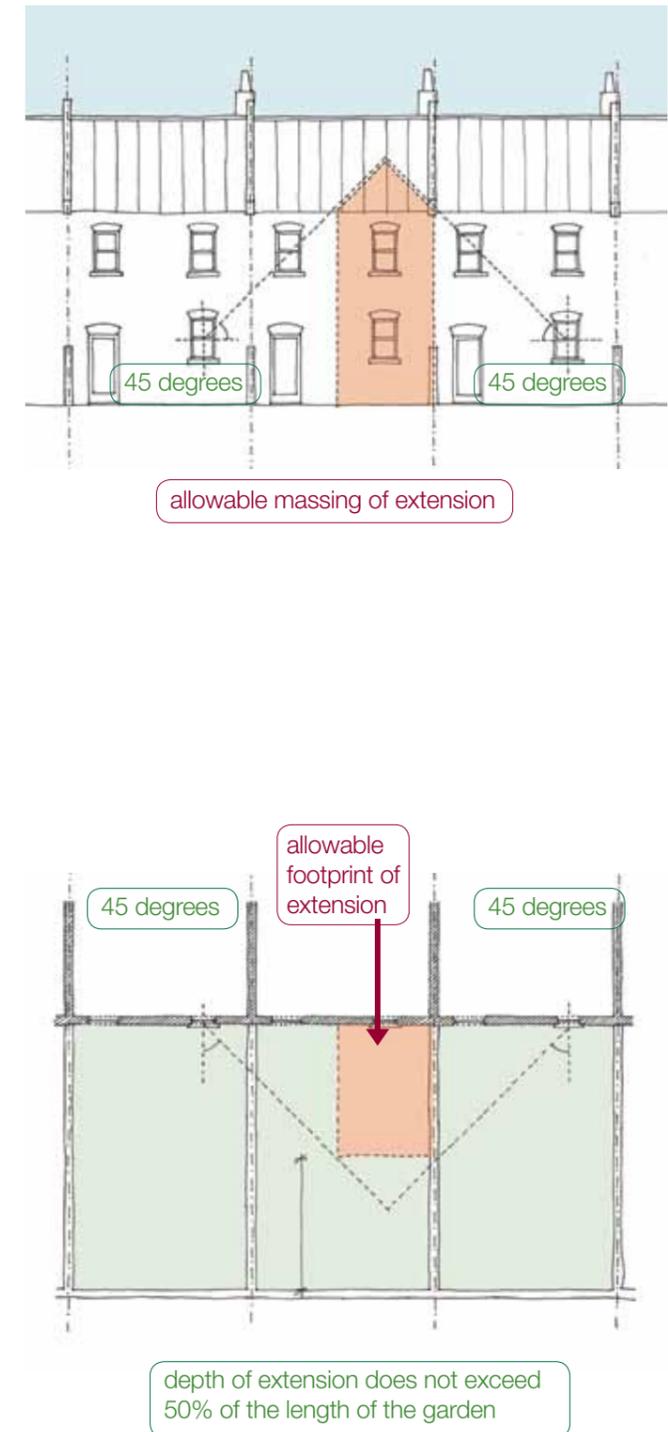
3.32 The 45 degree rule will be used as a guide in assessing the acceptability of applications for rear extensions to prevent undue loss of daylight to neighbouring properties, to avoid excessive overshadowing of gardens, and preserve a reasonable standard of outlook.

3.33 The 45 degree rule is assessed on both plan and elevation. An extension, should not exceed a line taken at 45 degrees from the centre of the nearest ground floor window of a habitable room in an adjoining property.

3.34 Sunlight should also be considered, even where extensions comply with the 45 degree rule, as this can depend on orientation, house layouts, changes of level and the position of adjoining properties.

3.35 These guidelines are general rules. The council will consider the design of each case separately when assessing the effects of an extension.

Figure 3.6A and 3.6B Diagrams illustrating 45 degree rule in plan and section



Height

- 3.36 The height of any two storey extension should not exceed the ridge height of the original house.

Building Design Features

- 3.37 Doors and windows should normally have similar proportions, and be constructed in the same materials, as the windows of the existing house. The inclusion of windows in the side-walls of extensions is generally not acceptable.

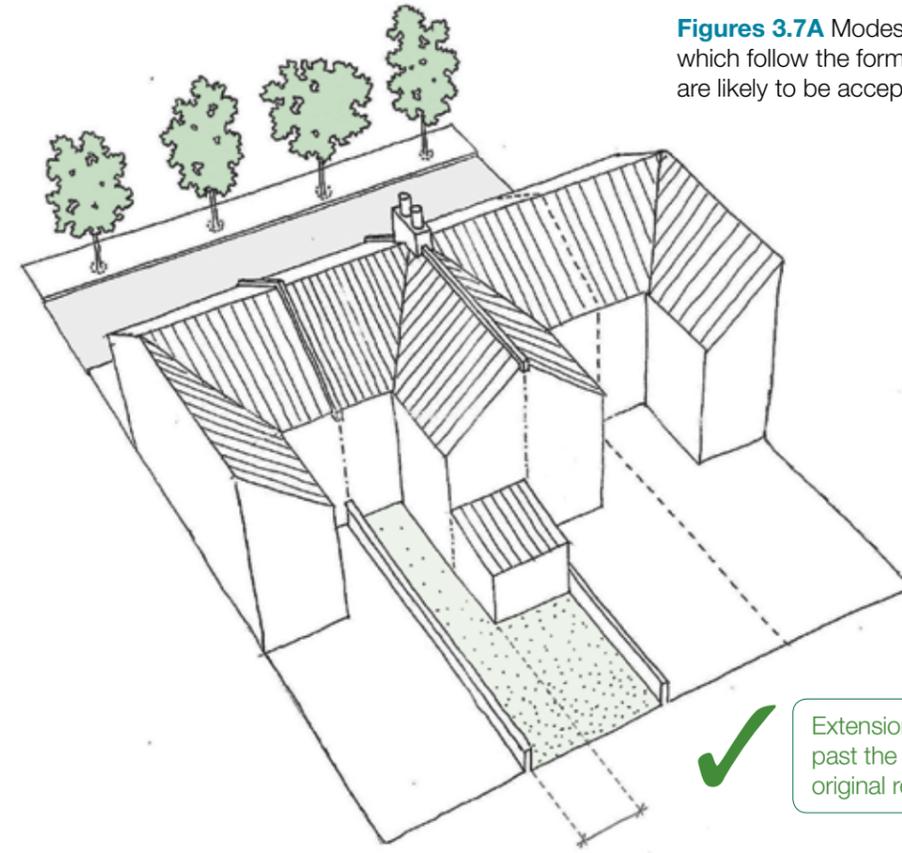
Larger rear extensions

- 3.38 In some parts of the borough larger ground and first floor rear extensions already exist or have been permitted in recent years. Where an application property immediately adjoins an existing larger rear extension (which must be authorised development), or where there are already a number of such extensions in the immediate vicinity, then slightly larger rear extensions that exceed the general size limits may be considered,

subject to an assessment of the visual impact and the impact on the amenity of adjoining properties. Applications for larger rear extensions will be considered on a case by case basis subject to the above criteria, and subject always to the retention of a minimum rear garden depth.

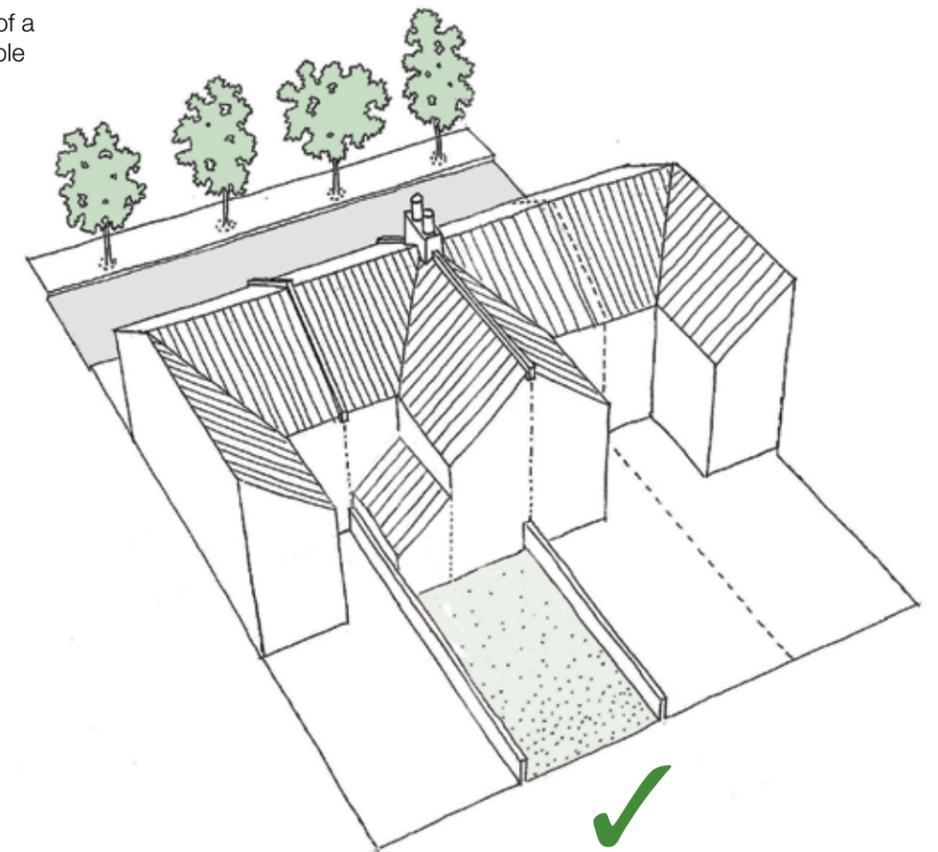
Design Principles: Dwellings with Existing Rear Projections

- 3.39 Houses which have a rear projecting element either as part of the original design, or built as a subsequent extension, may have limited capacity to be further extended to the rear.
- 3.40 It is especially important that the form and materials of any proposed extension follow that of the existing rear projecting element.
- 3.41 Where a terrace has mirrored rear projections, resulted in “dog-tooth” elements, in-filling the gap in between the projections is possible provided it will not result in unacceptable loss of daylight and outlook from the windows of neighbouring properties.



Figures 3.7A Modest rear extensions which follow the form of the main building are likely to be acceptable

Figure 3.7B The possible use of a lean-to roof to give an acceptable height on a shared boundary



DESIGN GUIDELINES: SIDE EXTENSIONS

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

Issues

3.43 Hackney's residential streets are characterised by terraces of varying lengths with limited potential to accommodate side extensions. There are also streets which are composed of shorter terraces, or semi-detached and detached houses which

provide glimpses of rear gardens through the gaps between buildings.

3.44 The gaps between buildings can be key components of the identity and character of individual streets. This identity and character can be adversely affected when the spaces between buildings are completely closed up, especially when two adjacent owners carry out side extensions. Side extensions can also alter the appearance of symmetrically designed buildings creating a lop-sided appearance.

Figure 3.8 Image illustrating importance of gaps between buildings



Design Principles: Side Extensions

3.45 Side extensions should reflect the architectural conventions of the original building such as:

- The architectural symmetry and integrity of a building should not be compromised
- Side extensions should be set back from the front building line by not less than one metre. In some cases a bigger set back may be required.
- Original windows and door openings on the main building should be retained where possible.
- The roof of the side extension should normally be of a similar form and subordinate to the roof of the main building.
- The solid-to-void ratio, such as the proportions of the doors, windows and other openings of the extension, should normally reflect that of the original building.
- Where possible, any original architectural features on a flank wall should not be obscured.

3.46 Side extensions will generally be unacceptable if they:

- Exceed half the width of the main building and do not allow a clear space between the side of the extension and the boundary of the property. In certain circumstances if the proposed extension is blocking a significant view or gap then it will not be acceptable.
- Result in an unacceptable loss of daylight and outlook to neighbouring properties.
- Result in an unacceptable loss of external amenity space
- When combined with rear extensions, result in overwhelming the existing building and be unacceptably dominant.
- Proposals for a side extension on a building which already has a substantial rear extension may be unacceptable, and vice versa. Likewise, proposals which include both side and rear extensions may also be considered unacceptable.

3.47 For listed buildings and in Conservation Areas additional controls will apply and additional permissions may be required.

Single Storey Side Extensions

3.48 Many terraced houses already have two-storey rear extensions which project from the back of the house. Single storey side or infill extensions to these properties are not normally permitted where they may result in unacceptable loss of daylight and outlook for neighbours who already suffer from restricted daylight and outlook.

Width

3.49 Single storey side extensions should be modest and of a size, shape and height subordinate to the existing house. As a general guide, side extensions should be no wider than half the width of the

original house (Figures: 3.9A, 3.9B & 3.9C) and the roof form of the extension should match with the roof of the existing house.

Set back from joint boundary

3.50 Single storey side extensions will not normally be allowed to be built up to the common boundary, as this could result in closing up the gap between the two buildings, effectively creating a terrace, and adversely affecting the character and identity of the streetscape.

Figure 3.9A Design principles - setback from existing property and boundary

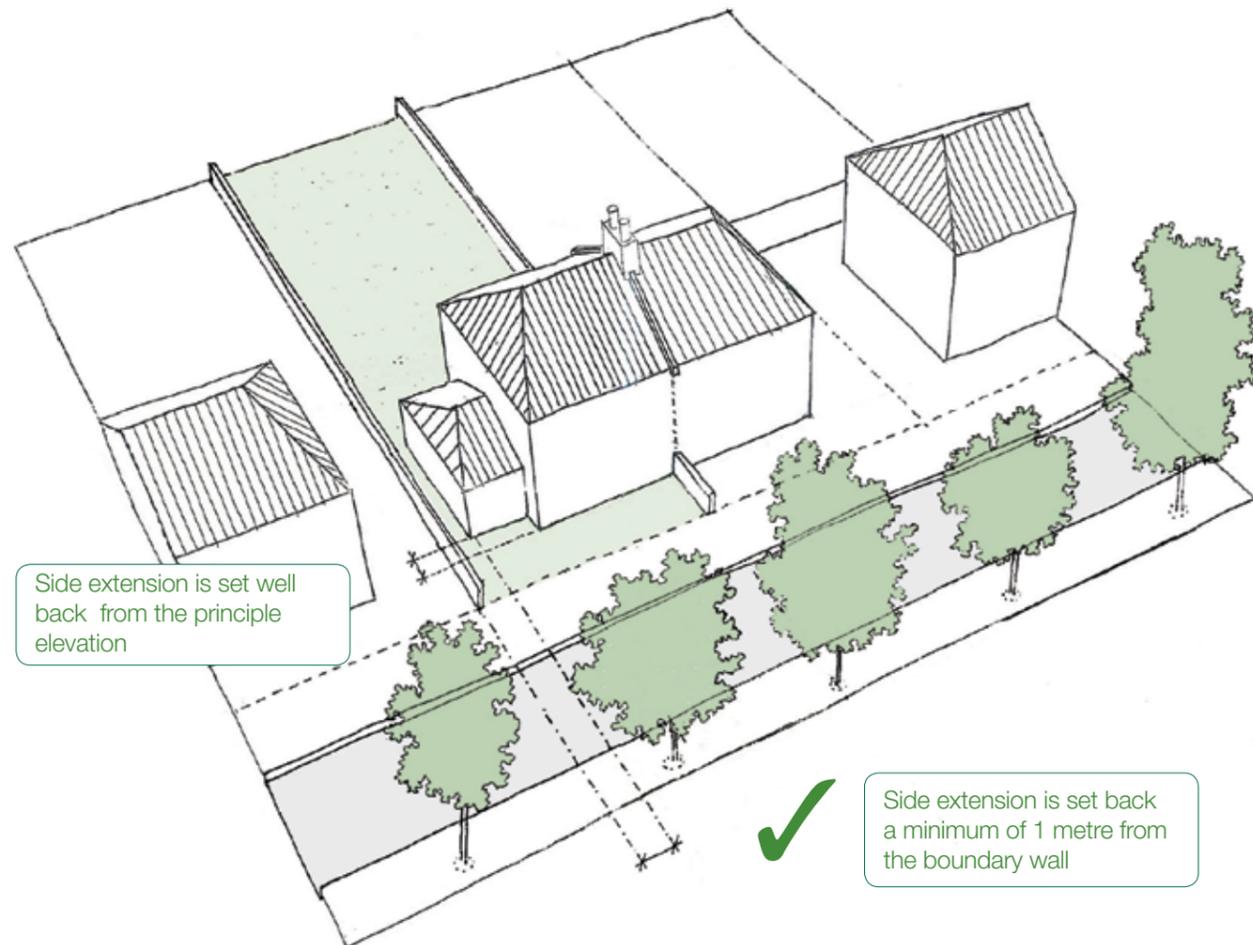


Figure 3.9B Design principles - width of side extension

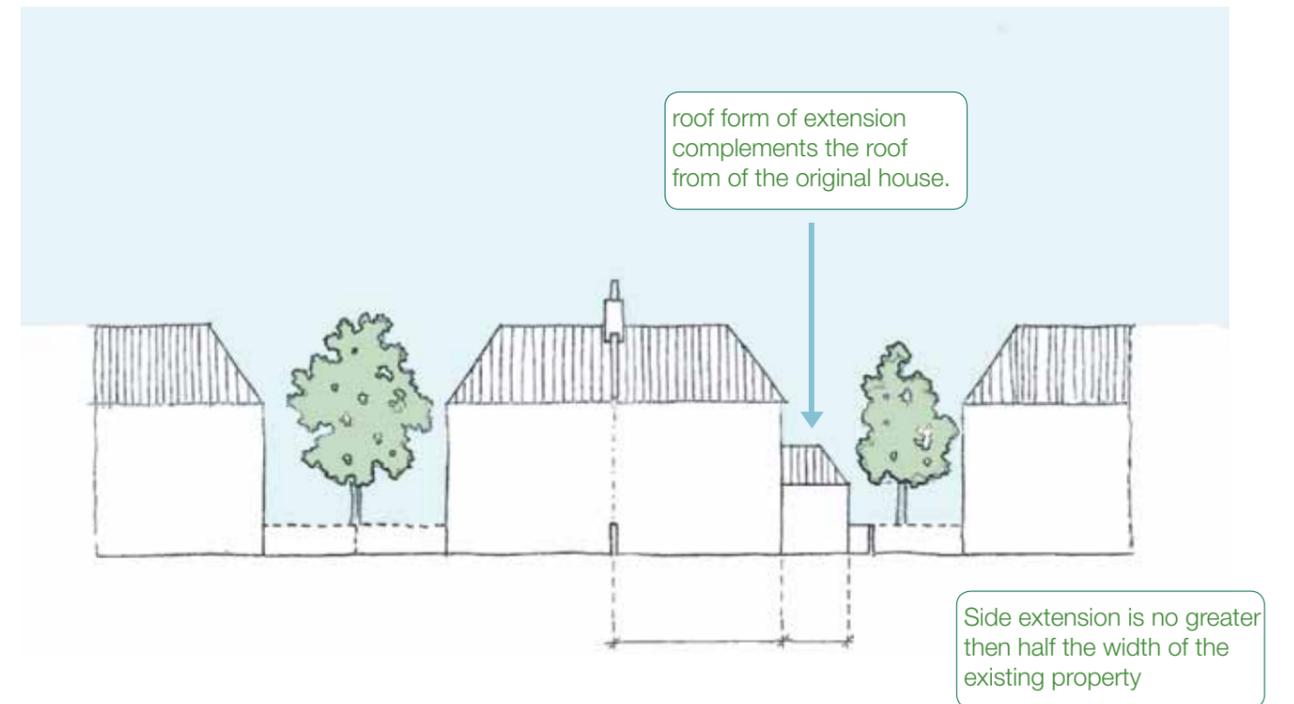
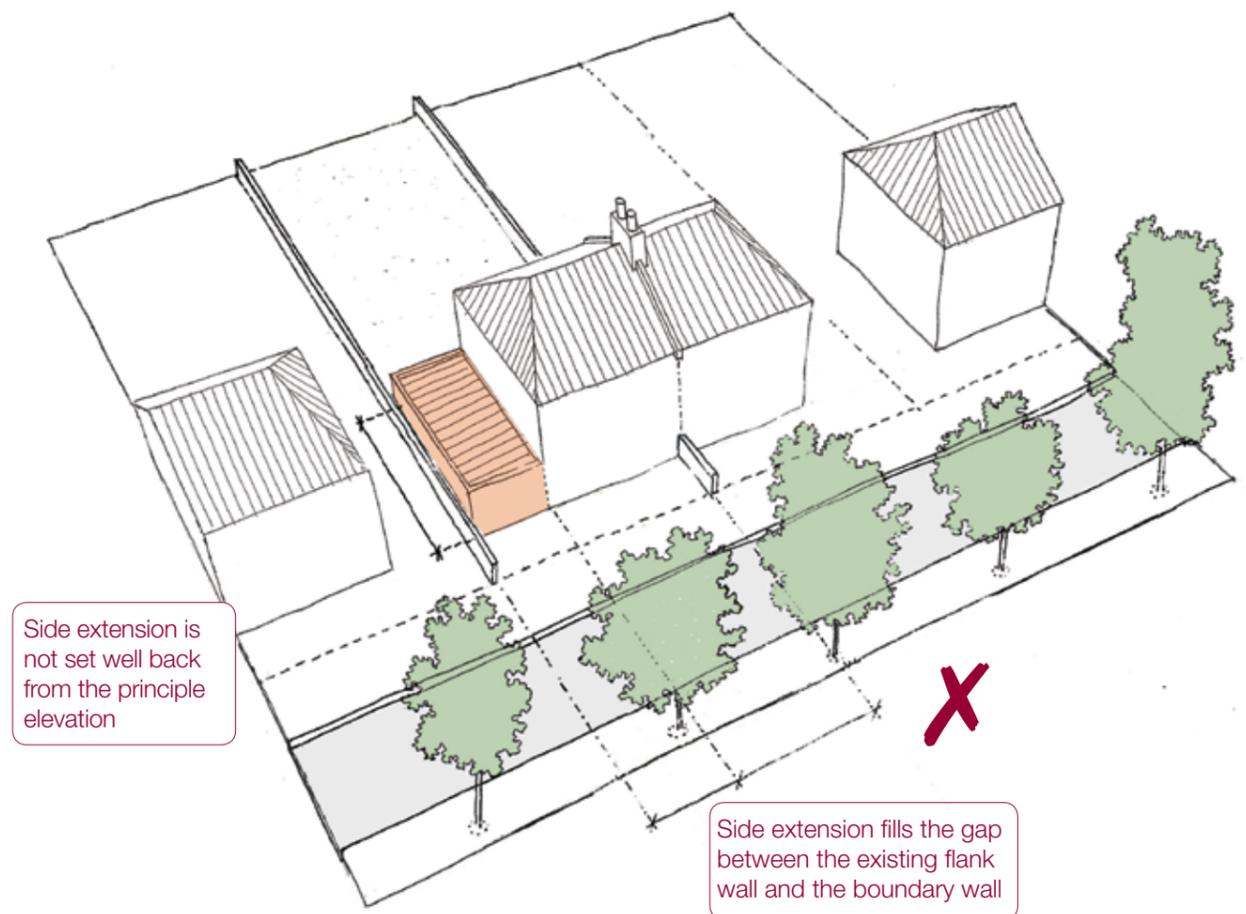


Figure 3.9C Unacceptable single storey side extensions



Design Features: Single Story Side Extensions

3.51

- Extension features such as doors and windows should have similar proportions and be constructed in the same materials as the other windows of the house.
- Careful consideration should be given to the positioning of windows and doors.
- The inclusion of windows in the side walls of extensions is not acceptable because of the loss of privacy for neighbours. However, if the extension is set back the boundary by at least one metre then obscure glazed non-opening windows may be acceptable.
- Details such as unusual brick bonds, quoins, corbelled eaves, stone or tile creased lintels etc. found on the original house should also be considered for inclusion in the design.

Two Storey Side Extensions

Width

3.52 Two-storey side extensions should be of a size, shape and height that is subordinate to the existing house. As a general guide, side extensions should be no wider than half the width of the original house (Figures 3.10A and 3.10B).

Height

3.53 The ridge line of side extensions should be set below the ridge line of the main roof to keep the roof of the extension subordinate to the main roof.

Figure 3.10A Acceptable two storey side extension

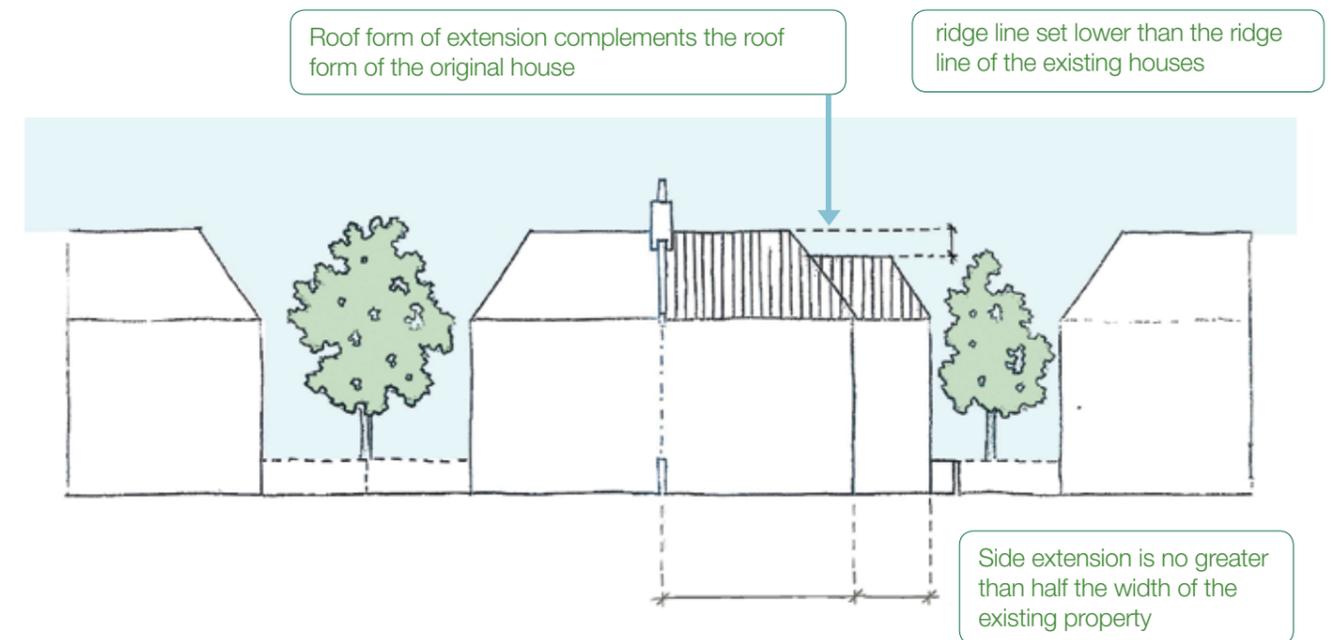
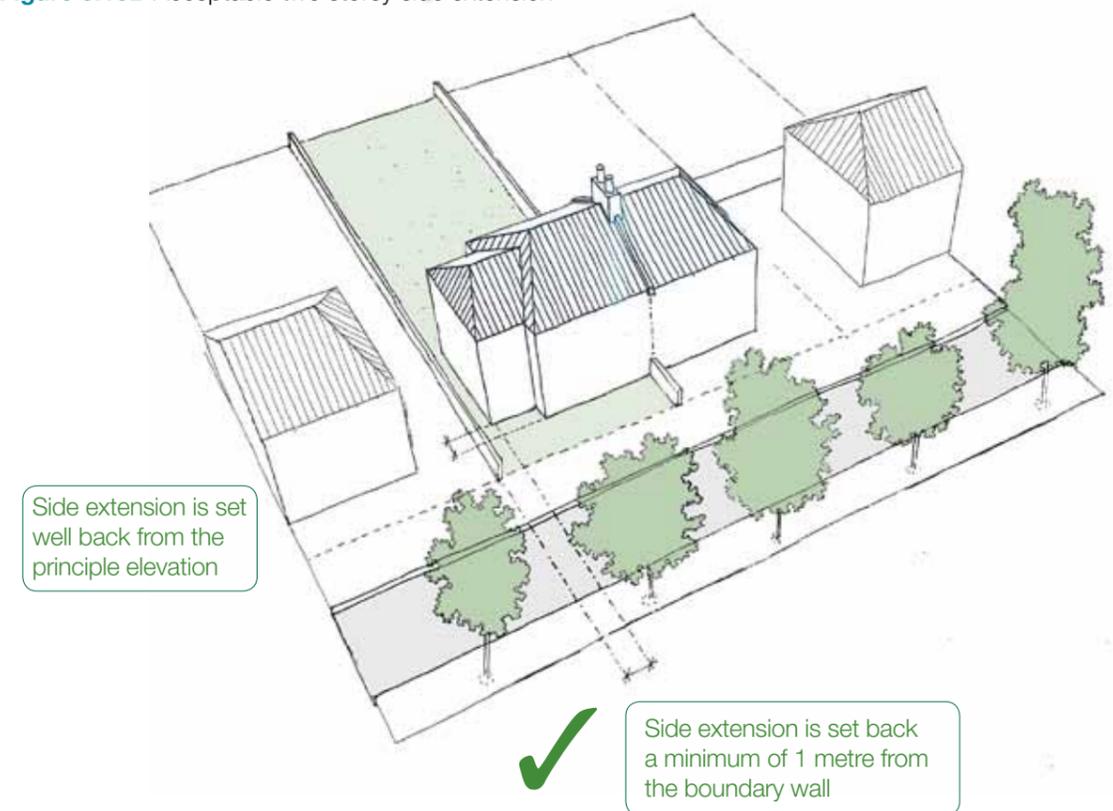


Figure 3.10B Acceptable two storey side extension

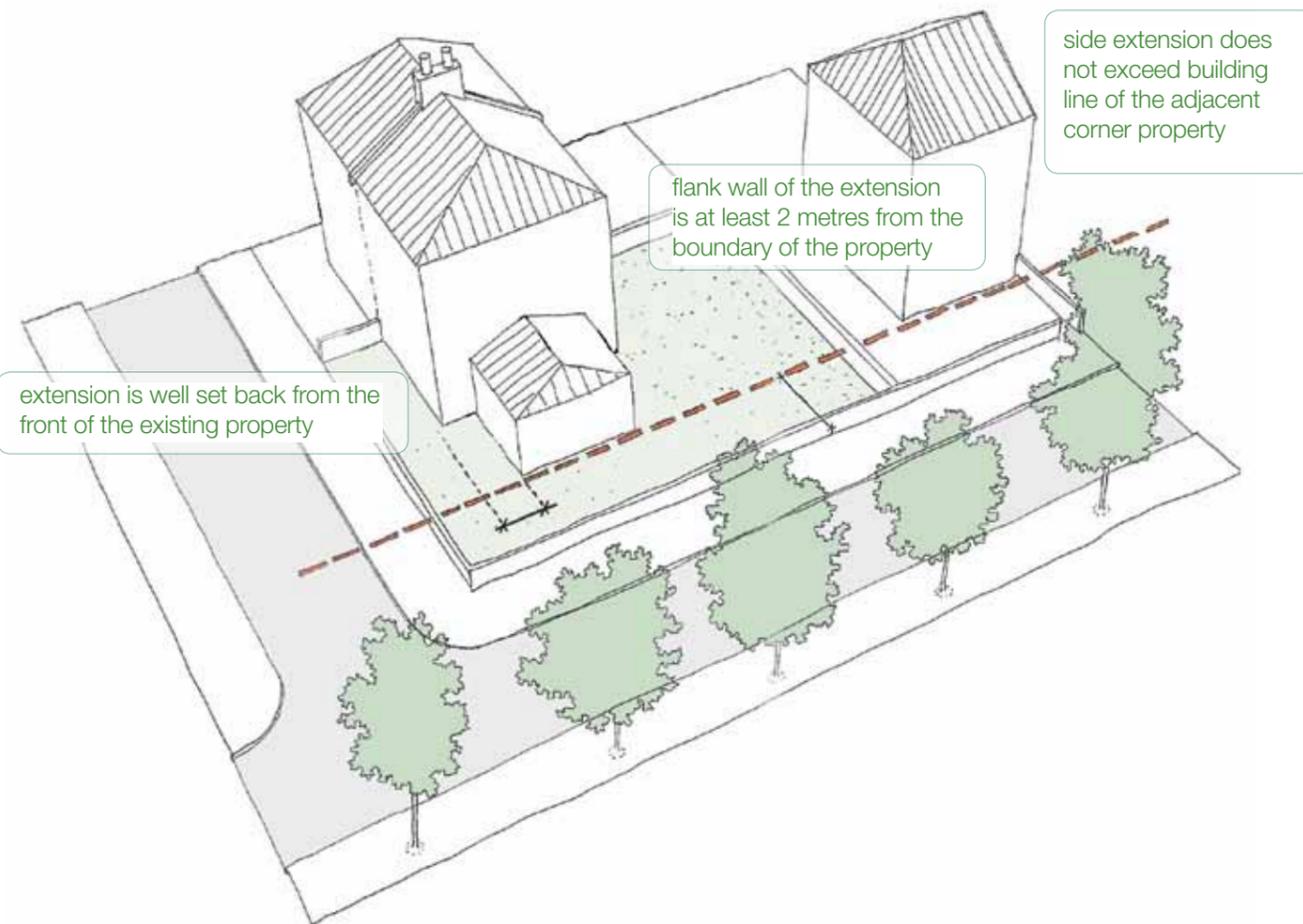


Corner Properties

3.54 If the corner property is on a road junction with an open character (where the corner houses have a gap of more than 5 metres between their side wall and their garden boundary wall or fence) then any single storey side extension must be set back by at least 2 metres from the boundary.

3.55 At other road junctions where the character is not as open then a one metre set back from the boundary will be acceptable. If the house is a terraced property on a corner then the position of the extension, in relation to the boundary, will be considered on its merits.

Figure 3.11 Acceptable side extension on a corner property



Set Back from the Principle Elevation of the House

3.56 Any side extension should be set back from the principle (front) elevation of the house by at least 1 metre to ensure that it is subordinate to the main building and to expose any existing corner detail. This also prevents difficult construction joints.

Height

3.57 The ridge line of the side extension should always be lower than the ridge line of the existing building in order to make it subordinate to the existing building.

3.58 Flat roofed single storey side extensions should be no more than 3 metres high at the site boundary.

Roof Details

3.59 The roof should match the pitch (roof slope) and materials used on the main roof of the house.

3.60 Every effort should be made to retain features like chimney pots, stacks, party walls and ridge tiles.

Design Features: Corner Properties

3.61 Features such as doors and windows should have similar proportions and be constructed in the same materials as the other windows of the house.

3.62 Careful consideration should be given to the positioning of windows and doors. It is important that the arrangement of windows is complementary to the arrangement of the existing windows.

3.63 The inclusion of windows in the flank walls of extensions will only be allowed if they are to stairwells and bathrooms/toilets and they are obscure glazed and non-opening.

3.64 However, windows will be acceptable on corner properties in order to ensure active street frontage.

DESIGN GUIDELINES: ROOF EXTENSIONS & ALTERATIONS

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

Roof conversions will only be acceptable where:

- High quality design is employed.
- The conversion does not depart from or disrupt the existing roof form, including roof hips, eaves and ridges.
- Additions to the roof form are in scale with and proportionate to the existing roof.

3.66 Changes to the roof-form of a house can fall into two broad categories:

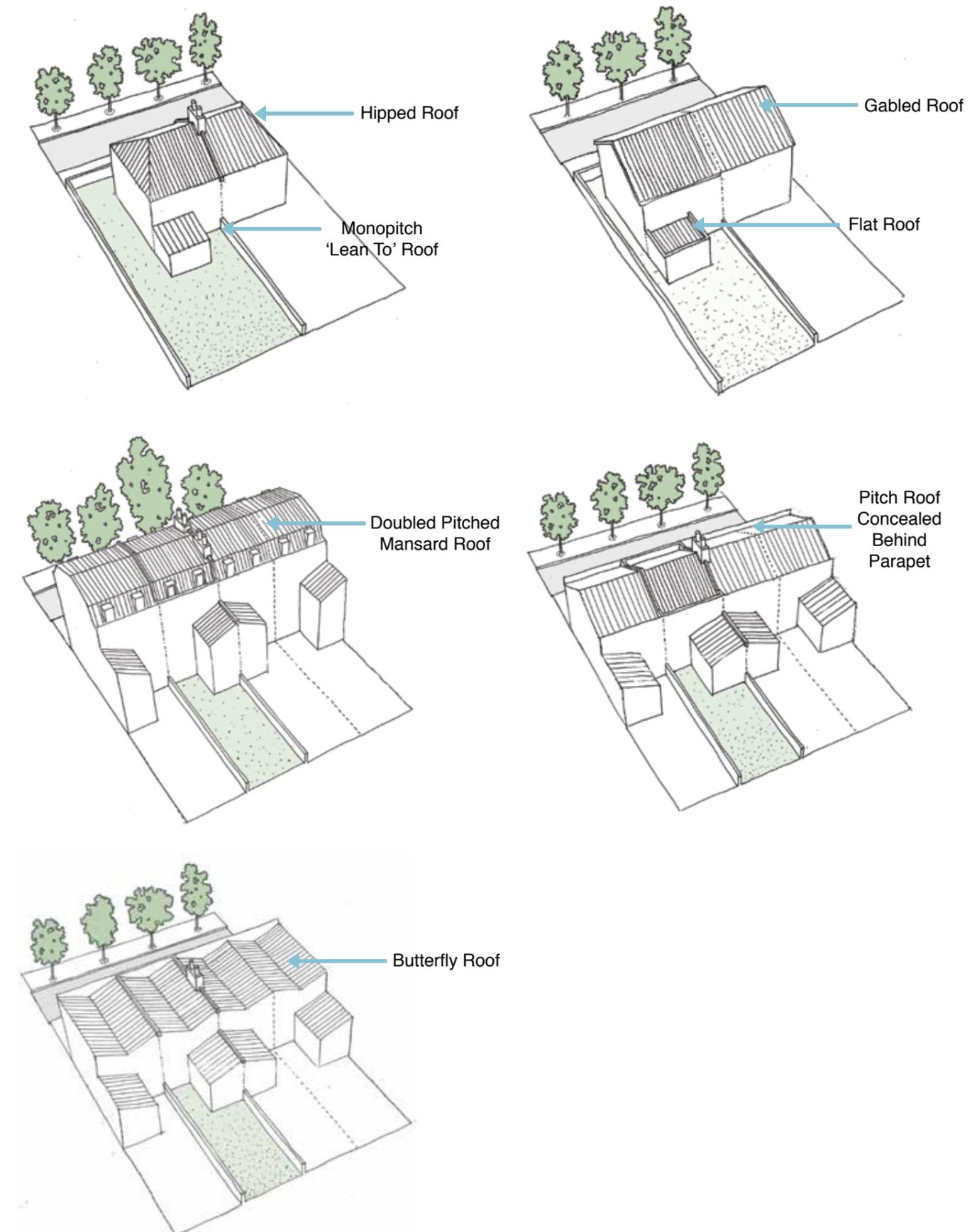
- The conversion of existing roof-spaces, consisting primarily of the addition of dormer windows and roof-lights to existing roof-forms.

- Roof alterations to enable the creation of a new floor, resulting in the removal and replacement of major elements of the roof to the front and/or rear of the house, resulting in a significant alteration to the size and shape of the roof.

3.67 All roof alterations and extensions should accord with the general design principles, reflecting the design of the original building and having regard to the character of the area and the amenity of neighbours. Not all houses are capable of extension or conversion at roof level, either because there is insufficient roof space or because the position and design of a roof extension would affect the quality of the local street scene or reduce amenity.

3.68 There are several traditional roof-forms typical of houses in Hackney, including mono-pitch, gabled, hipped, butterfly (also known as a valley or 'W' roof) and mansard roof. The form of any proposed roof conversion or alteration should be designed to reflect the original type of roof. (Figure 3.12)

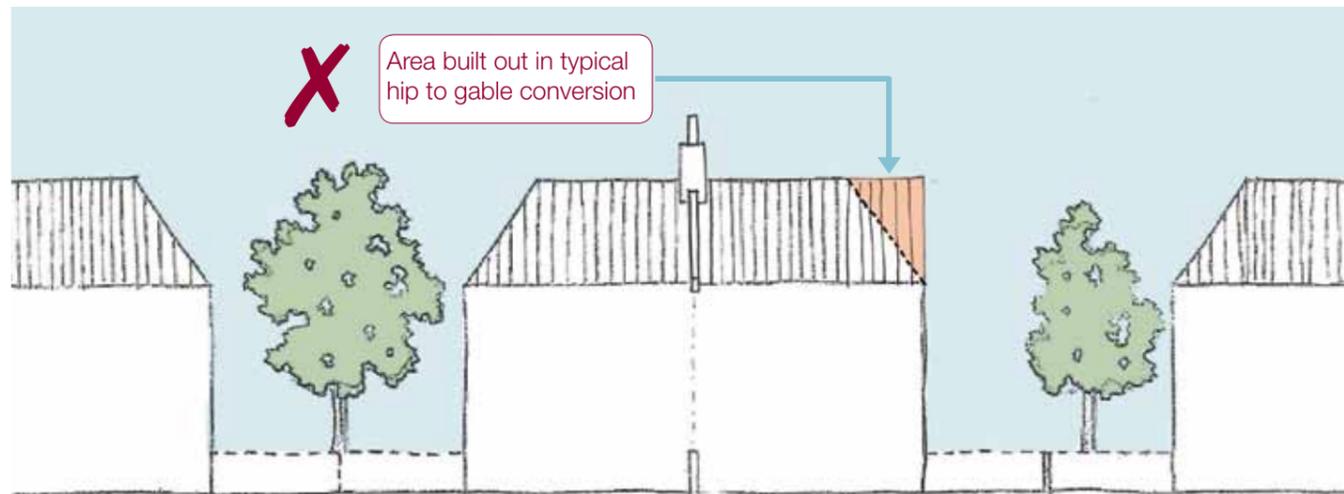
Figure 3.12 Examples of the traditional roof forms that are common throughout the borough



Change from a hipped to a gabled roof

3.69 It is not normally acceptable to change the form of a roof, for example from a hipped to a gabled roof, particularly where the house forms part of the semi-detached pair or the house is at the end of a terrace.

Figure 3.13 principles of a hipped to gable roof conversion



A: Front Roof Slopes

Design Principles: Roof Alterations

3.70 Dormer windows will not normally be acceptable anywhere on the front roof slope of a house.

An exception may be made where:

(1) Front dormer windows are an original feature of houses in the street. In this case replacement dormers that exactly match the original may be permitted.

(2) Where a large number of front roof extensions, particularly in the form of front 'box' dormers, have been constructed and where this has altered the visual appearance of a number of streets.

Figure 3.14A Original form of dormer windows



Figure 3.14A Dormer windows added to form 'box' dormer the full width of the property



3.71 See the following section for details of the design guidance that applies in such cases.

Assessment criteria for front roof extensions

- 3.72 Those streets in the northern part of the borough that have been visually affected by the addition of large front roof extensions have been identified in a detailed street survey. The street survey records existing front roof extensions within the survey area and identifies where these are original architectural features or where they have been added to the original roof at a later date. The street survey will be reviewed at intervals to ensure the evidence base is up to date.
- 3.73. The following design guidance takes account of the existing local situation as recorded by the street survey by introducing a design approach consistent with the application of current planning policy. Where there are already a number of large modern front roof extensions in a street then, subject to the following procedure, the application of the design guidance set out below can be considered. The guidance applies across the borough and contains provision for an acceptable form of front roof extension to be assessed on a case by case basis.
- 3.74. The threshold for the application of the additional design guidance is determined by addressing the following criteria, combined with reference to the street survey and or a site inspection

Criterion 1: Does the house typology permit a modern roof extension?

Identify the house typology e.g. house type, period and existing roof form

Type: Terrace, semi-detached or detached house

Period: late Victorian, Edwardian, inter-war, post-war house

Identify the original roof form and profile, height and slope of front roof. Is the proposed extension appropriate to the roof form and type?

Criterion 2: Does the street or part of the street in which the house is located already have houses with modern front roof extensions (as recorded on the street survey)?

Identify the number of modern roof extensions within the immediate vicinity, and the extent and frequency of modern roof extensions in the street or part of the street. Any extant but un-built planning permission for front dormers can also be taken into account.

Criterion 3: Would a front dormer extension be acceptable in the existing context without adversely increasing the visual impact?

Evaluate the visual impact by considering the following aspects of the proposal:

Scale and form

Architectural character

Materials and workmanship

Design quality

Roof line - is there a repeating rhythm of gables or other architectural features?

Criterion 4: Would the proposed front roof extension have a minimal or acceptable impact on the amenity of neighbouring houses?

Evaluate the impact on amenity by considering the effect of the proposal on the following factors:

Overlooking and Privacy

Overshadowing

Outlook

Summary of Procedure

- 1) Check to see if the application site either falls within the street survey area or, following a site inspection, determine if similar local conditions apply;
- 2) Assess the application against the four criteria set out above;
- 3) Provided the above criteria are met then the application of the following design approach can be considered.

Front roof slopes

- 3.75 Large or full width box dormers will not be permitted. However, dormer windows that sit within the plane of the roof and do not truncate existing roof forms or affect existing ridge heights and eaves lines can be considered as set out in the following examples of acceptable practice. Figure 3.16 shows how this can be achieved.

Figure 3.16 example of front roof dormer's



Figure 3.15 example of unacceptable and acceptable front roof dormers



Figure 3.17 Full width box dormer between raised party walls



Figure 3.19 Full width box dormer that intersects corner of hipped roof



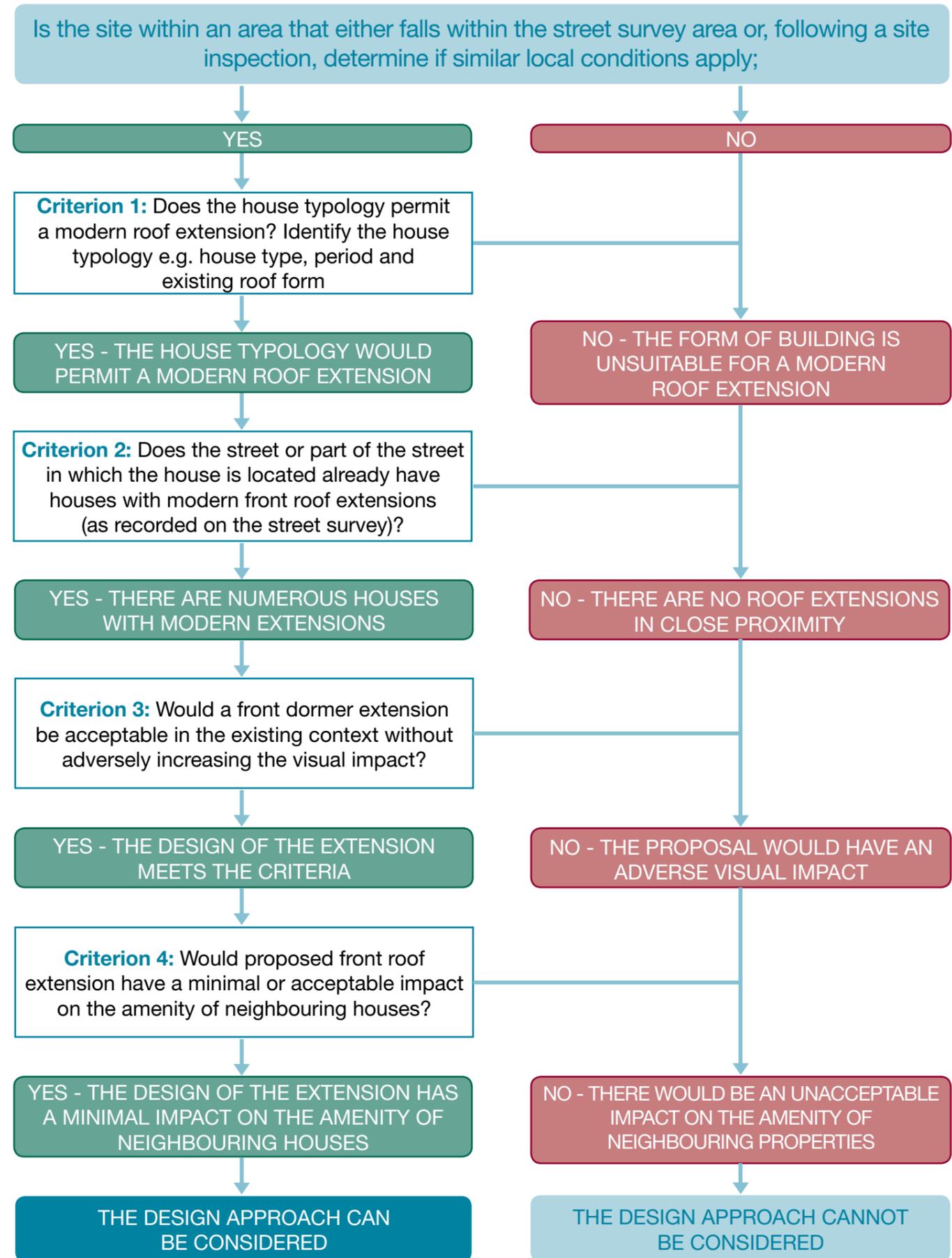
Figure 3.18 Acceptable dormer window set in plane of roof below ridge height



Figure 3.20 Dormer window set in plane of roof; width proportional to window



Figure 3.21 Flow chart to demonstrate how to apply the design guidance for front dormer extensions



B: Rear Roof Slopes

3.76 Dormer windows and roof-lights will normally be acceptable on rear roof slopes. The rear roof slope of the building is the most suitable area in which dormer windows and roof-lights can be added to an existing roof.

3.77 Dormer windows to a rear roof slope should reflect the architectural character of the existing building and its neighbours in their form, detailing and materials. Dormers should be well spaced and positioned within the existing roof slope, set in from the party wall on each side and down from the ridge. Generally the width of a single dormer should not exceed half the width of the roof.

3.78 As a general guide, dormers should be a minimum of 0.5m below the ridge, a

minimum of 0.5m from the edge of any roof hip, a minimum of 1.0m above the eaves line, and the height of the dormer should be no more than half the height of the roof (measured on elevation).

3.79 Dormer windows should not overlap or wrap around hips, or rise above the ridge line. Large continuous box dormers that span between party walls and extend up to the ridge line are not considered acceptable, as they give the appearance of a taller building with a flat roof.

3.80 Where a number of larger rear box dormers already exist within the immediate vicinity then, subject to the criteria and limits set out in the following section larger rear dormer might be acceptable.

Figure 3.22 A modern example of a single large rear dormer on a rear roof slope



Figure 3.23 Typical rear elevation roof line.



Figure 3.24 Traditional dormer windows set in the plane of the roof and aligned with the windows below.



Figure 3.25 Larger single dormer window aligned symmetrically within the plane of the roof. Width of dormer not to exceed half the width of the roof.



3.81 Streets with a large number of front roof extensions often demonstrate a similar level of large scale roof extensions at the rear of the same properties. In those streets identified by the street survey (or by a site inspection) the option of building a larger rear roof extension than normally permitted would depend on assessing each application on case by case basis in accordance with the following criteria:

Criterion 1: Does the house typology permit a rear roof extension?
Consider the height and shape of the roof

Criterion 2: Does the street or part of the street already have houses with large modern rear roof extensions?
Consider the number of modern rear roof extensions within the visual vicinity of the rear garden of the application site and from the side street in cases where an array of rear extensions is often visible.

Criterion 3: Would a larger rear roof extension be acceptable in the existing context without adversely increasing the visual impact?
Consider the visual impact within the vicinity of the rear garden of the application site and from the side street in cases where the array of rear extensions is often visible:

Criterion 4: Would the proposed rear roof extension have a minimal impact on the amenity of neighbouring houses?
Consider overlooking and privacy, overshadowing and outlook

3.82 In cases where the above criteria can be satisfied then the rear dormer can extend to within a minimum distance of 0.3m from the ridge and eaves lines respectively, and must be set in from the party walls by the same distance (measured along the profile of the roof slope). Rear dormer extensions that span between party walls will not be permitted.

Figure 3.26a&b unacceptable forms of rear roof extensions

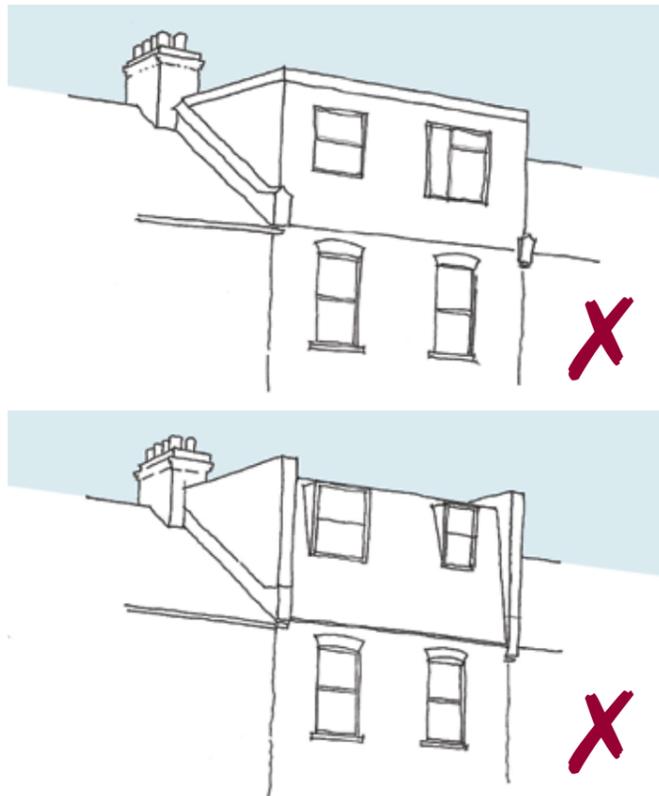
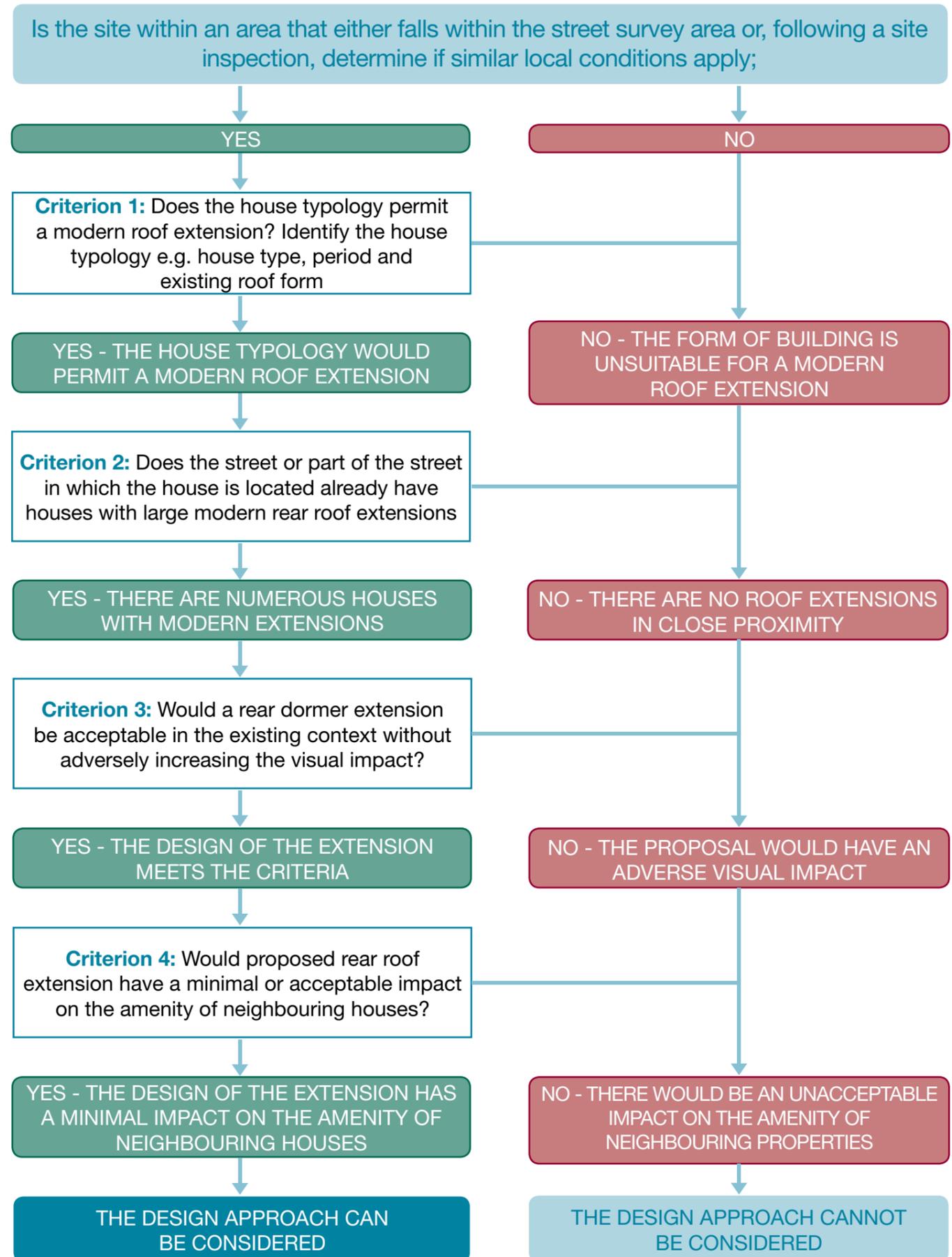


Figure 3.27 permitted form of a larger rear dormer



Figure 3.28 flow chart to demonstrate how to apply the design guidance for rear dormer extensions



C: Side Dormers

3.83 Side dormers are possible but only if well designed and where they do not compromise the character of the house or street or a neighbour's privacy. As with rear dormers, they should sit within the slope of the roof, well clear of any hips and verges. In some circumstances, a side dormer can be used to provide access to

a roof conversion provided that minimum headroom clearances can be met.

3.84 Dormer windows and roof-lights to the side roof slope will be acceptable where they will not have a detrimental impact on the building or streetscape and where there are no issues of overlooking into neighbouring properties.

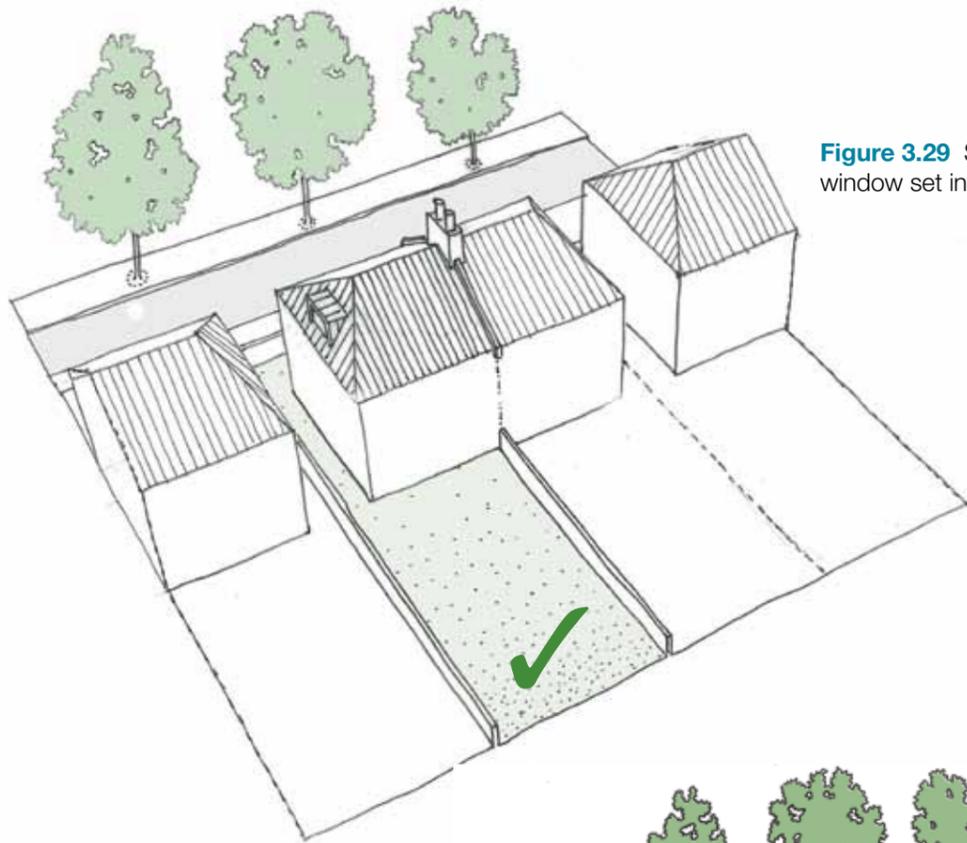


Figure 3.29 Single side dormer window set in plane of the roof

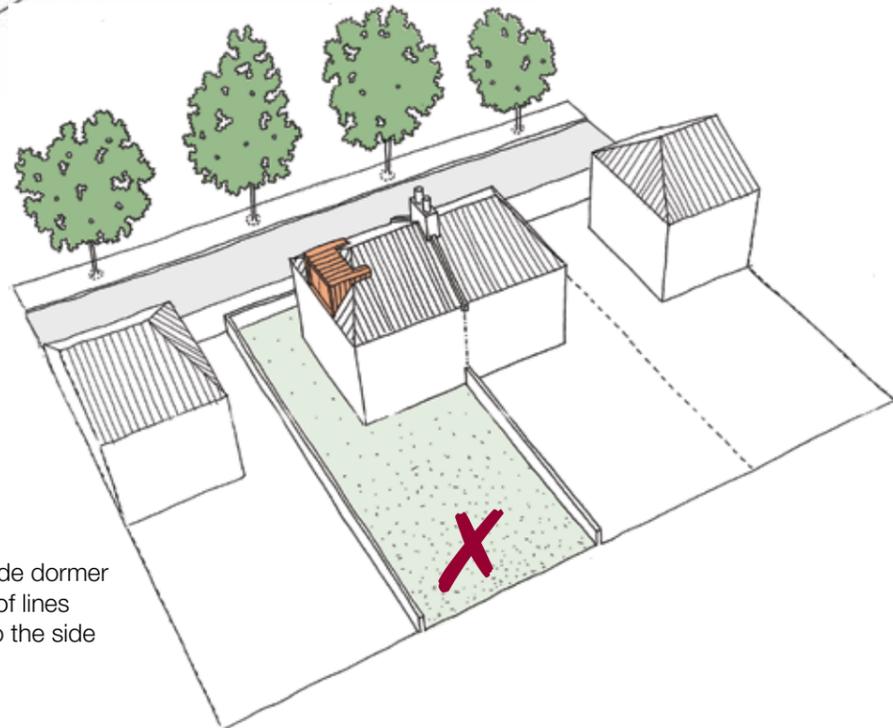


Figure 3.30 Single side dormer window breaks the roof lines and is inappropriate to the side elevation

D: Roof Windows

3.84 Roof lights, or roof windows, can often be a less intrusive alternative to dormers, enabling conversion of a roof space with little external alteration. The number and size of roof windows should not visually dominate the roof plane. Roof windows need not be large, as more sunlight and daylight reaches a sloping roof than a wall.

Normally, a maximum of two roof lights will be acceptable on the road facing roof slope. Roof windows should be designed and installed to have a minimum projection from the roof plane. The glazing of the traditional roof light is flush with the roof covering, and all roof window ranges now include a 'conservation style' roof light which meets this requirement.

Figure 3.31 Conservation style roof light flush with tile or slate roof covering

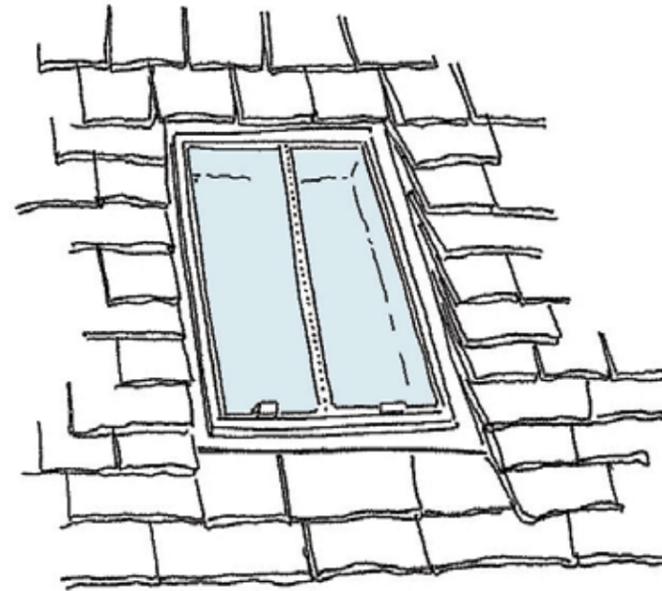
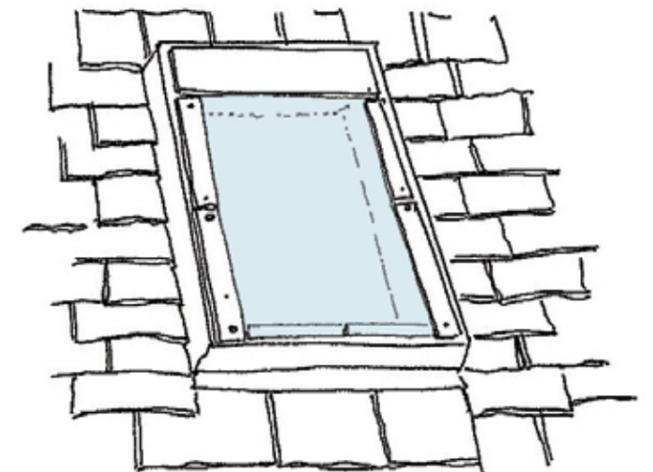


Figure 3.32 Standard roof light projecting from the plane of the roof



E. Mansard Roofs

3.85 Older Victorian properties, particularly 2 and 3 storey terraced houses, often have shallow pitched roofs (known as London or butterfly roofs) concealed behind a parapet forming a uniform cornice line on the street frontage. Although some terraced houses were originally built with mansard roofs, the continuity of the parapet line is an important townscape feature of early/mid Victorian streets and is typical of the street scene of large areas of residential Hackney (Figure 3.33). For this reason, roof extensions are not normally acceptable in those terraces where an unbroken roof line remains.

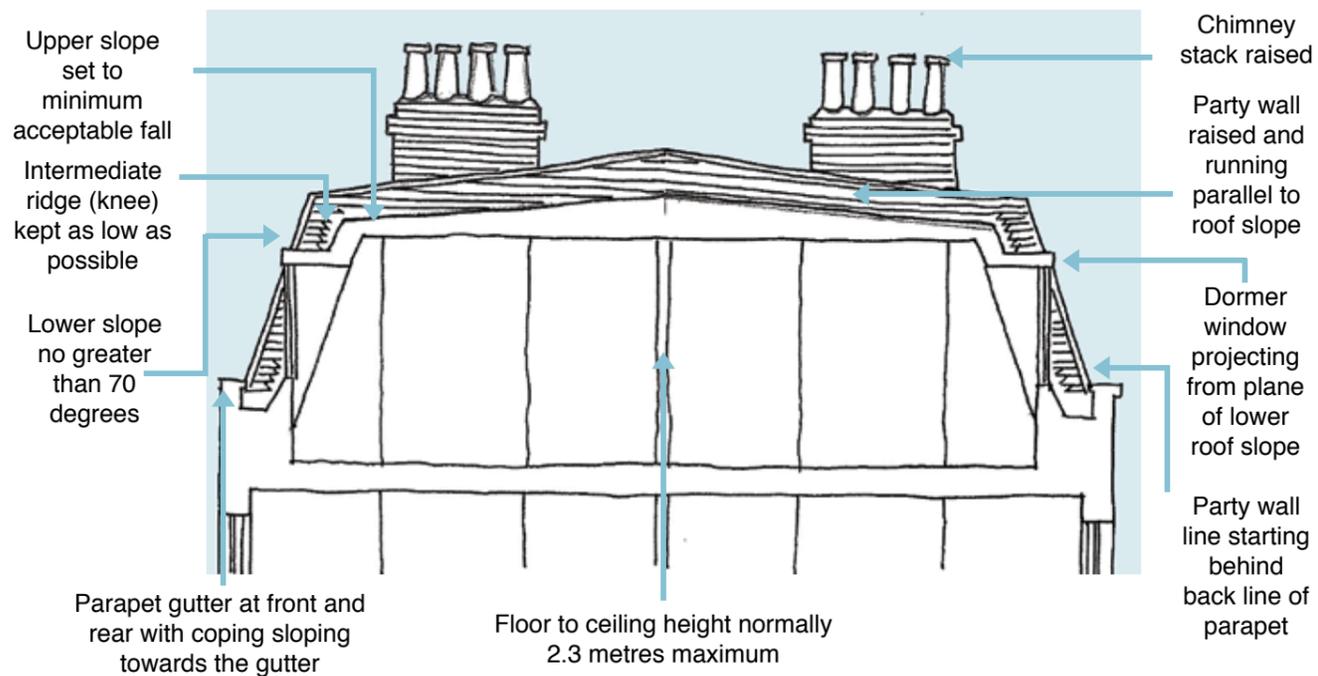
3.86 Where the introduction of a roof extension would be acceptable, a mansard roof as illustrated in Figure 3.34 should normally be used. A traditional double pitched mansard roof is shown in Figure 3.35 and depending on the circumstances, this may be more appropriate, particularly for larger houses.

3.87 A flat roofed mansard roof should have one steeply pitched lower face on either side of the front and back of the roof, as with the double pitched mansard, separated by a flat roof laid to fall away from the central line to drain off the rain water. For correct appearance the mansard slope should not rest on the parapet wall but should rise from a point sufficiently behind the parapet wall at both the front and back, and should normally be separated from the wall by a substantial gutter.

Figure 3.33 Typical Victorian terrace with cornice line



Figure 3.34 Flat topped mansard roof



3.88 A double pitched mansard roof should have two slopes, the lower face being steeply pitched and the upper one at a shallower pitch.

3.89 Windows in both double pitched and flat roofed mansard roofs should be set behind the parapet wall and project from the lower roof slope. Party walls and chimneys should normally be properly built up above the level of the new roof, with the party wall following the pitch of the roof.

Figure 3.36 Double pitched mansard roof



Figure 3.35 Double pitched mansard roof

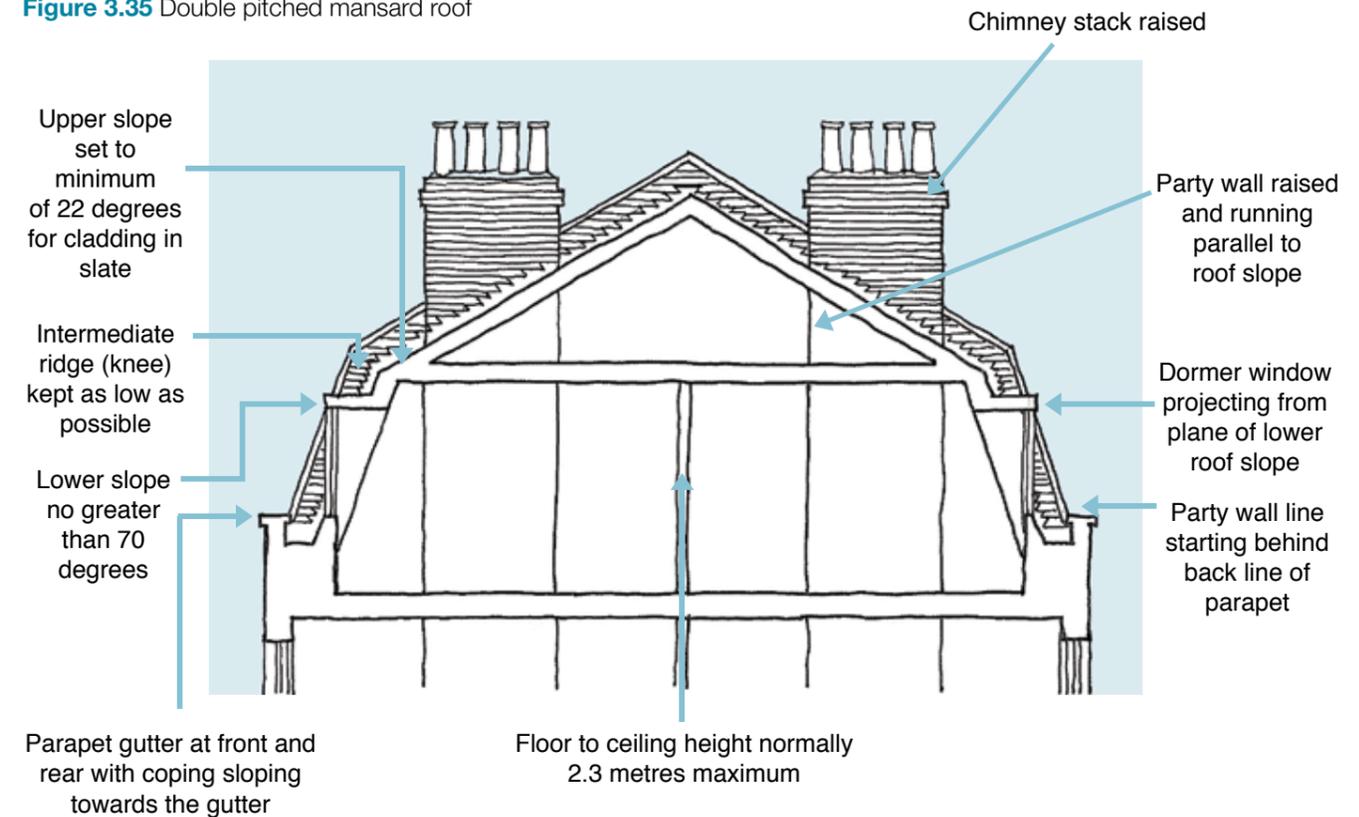


Figure 3.37 Mansard roof with dormer windows



3.90 In the example (Figure 3.37) the individual dormer windows project from the slope of the roof and are simply detailed, modest in size and unpretentious. The party walls have been raised parallel with the slope of the roof.

3.91 Figure 3.38 is not a mansard roof. The extension takes the form of a flat roofed box between raised party walls. The vertical front wall is set back from the parapet to form a roof terrace, and the windows bear no relationship to the existing windows of the house below. The parapet walls are built up vertically from the top of the parapet.

Figure 3.38 This is not a mansard roof



3.92 Figures 3.39A and 3.39B show the typical front and rear elevation of a mansard roof.

Figure 3.39A Front elevation of a mansard roof

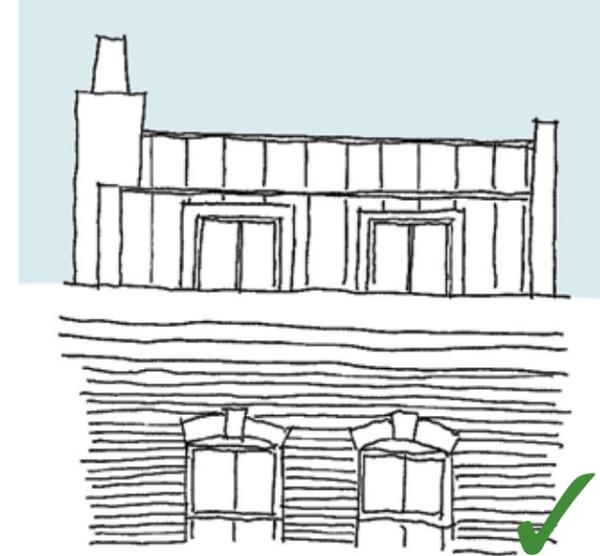


Figure 3.39B Rear elevation of a mansard roof

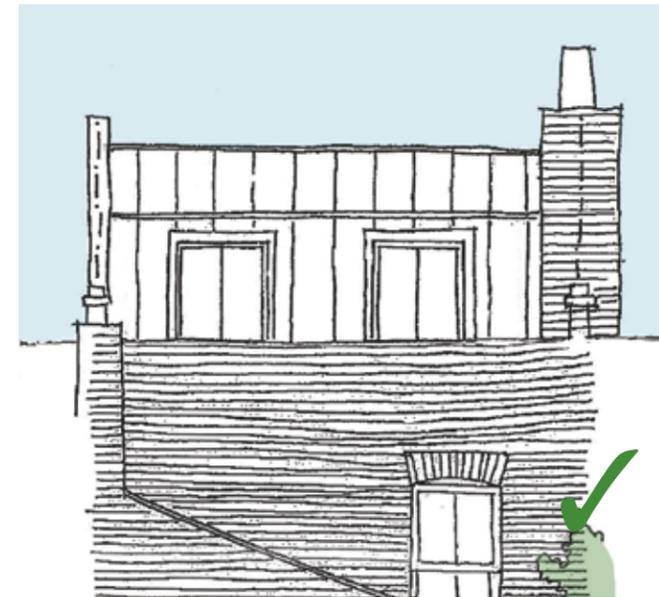


Figure 3.40A Typical existing butterfly roof profile

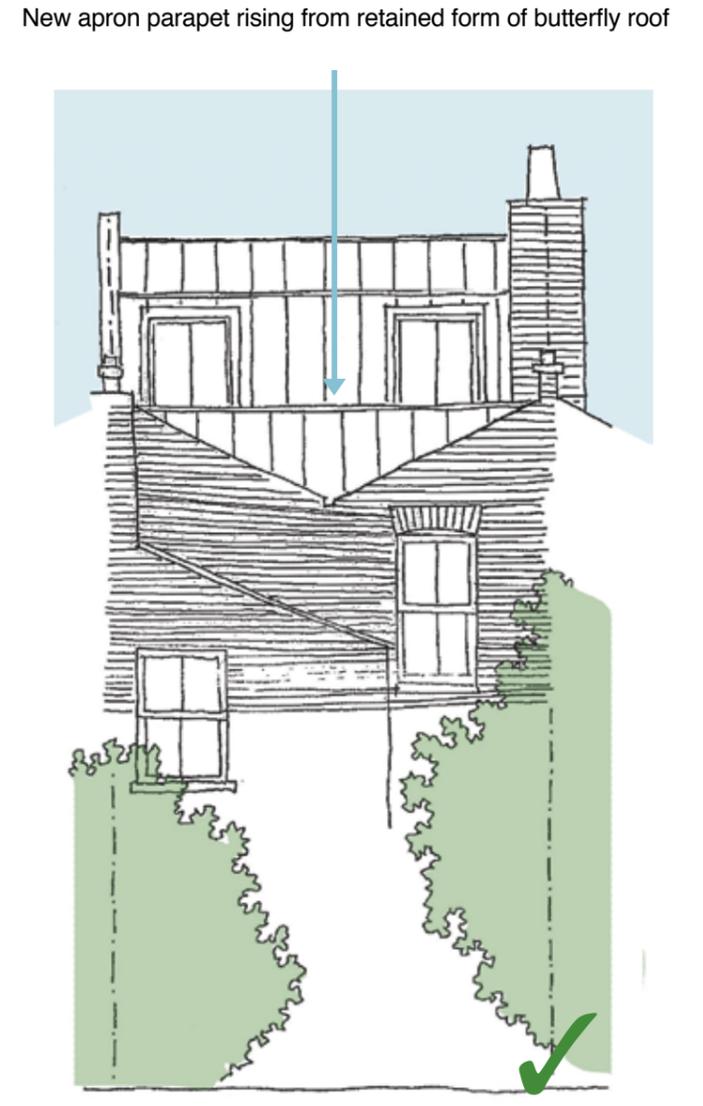
3.93 Where the original roof form is a butterfly roof, the rear roof profile should be retained. This can be achieved in various ways subject to the approval of the intended construction details. In each case the new mansard should be constructed of high quality materials that complement the existing property such as welsh slate or high quality lead or zinc sheet metal cladding. Figures 3.40A, B and C demonstrate design approaches that could be acceptable.



Figure 3.40B Butterfly form retained with slope of mansard running down to meet the existing eaves



Figure 3.40C An apron of metal cladding such as zinc or lead can be used to create a new parapet while retaining the original butterfly roof profile



FRONT ELEVATIONS, EXTENSIONS AND PORCHES

Issues

- 3.94 Residential buildings in Hackney generally follow a clear and established building line. Building façades tend to be in the same plane, although often enriched with architectural features such as piers, door surrounds and window bays. Modern projections beyond the established building line can be highly disruptive elements within the streetscape and will not generally be acceptable, other than in exceptional circumstance.

Design Principles: Front elevations, Extensions and porches

- 3.95 In general, extensions beyond the front main wall are unacceptable, although in exceptional circumstances it may be possible to provide a small front porch. Front porches will only be allowed where they relate to the architectural design, conventions and materials of the existing building, where they do not obscure or disrupt existing architectural features (such as door surrounds, pilasters, etc.) and where they do not disrupt the architectural unity of the group of which the building forms a part.
- 3.96 Inappropriate replacement of traditional features, such as sash windows, front bays, cast iron pipe-work, slate roofs and original materials will be resisted.
- 3.97 For Listed Buildings, buildings in Conservation Areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.

4 ENVIRONMENTAL QUALITY AND OTHER CONSIDERATIONS

BASEMENT EXTENSIONS

Issues

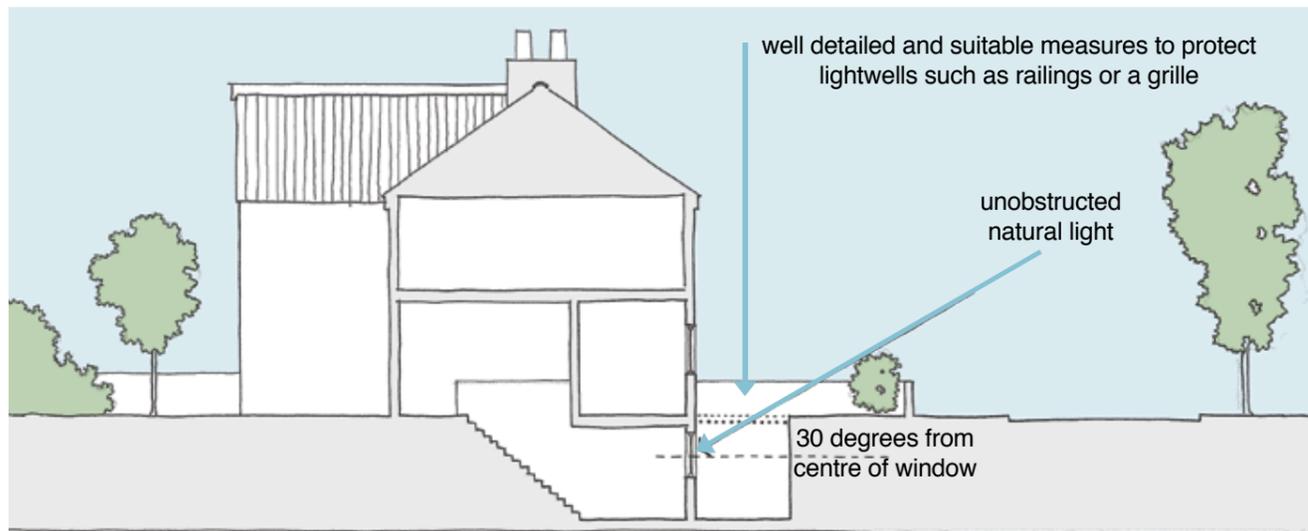
4.1 As illustrated in part two of this document, Hackney's typical early and mid-Victorian houses generally have a raised ground floor above a habitable sub-basement with windows facing onto an open 'area' protected by railings on the street frontage. Generally speaking, houses of this period are found in the southern part of the borough. Late Victorian, Edwardian and modern houses, typical of the north of the borough, rarely have basements. Some Edwardian terrace houses have basements that are not visible from the street, and these were not intended to provide habitable space.

4.2 In streets where basements and light wells are not a traditional feature, the excavation of a basement can have a

significant visual impact on the appearance of the house and the street scene, both by enlarging the front elevation and by removing part of the front garden to provide a lightwell. This leads to the loss of soft landscape in the front gardens and increases water run off, which can potentially contribute to local flooding.

4.3 The creation of a light-well in a relatively long front garden is unlikely to be intrusive, and the basement accommodation may remain partly hidden from the street. On the contrary, a shallow front garden could be entirely lost to a new light well, which is unlikely to be acceptable in streets where this is not the traditional pattern.

Figure 4.1 Good Practice: Minimal Impact on Street Scheme



Design Principles: Basement Extensions

4.4 Excavations for front basement light-wells where light-wells are an established characteristic of the streetscape will normally be acceptable provided:

- 50% of the depth of the front garden is preserved.
- the scale, design and external materials are kept in line with the character of the building; adjoining properties and the surrounding area.
- the basement light-wells are well set back from the rear edge of the pavement and must not be recessed into the ground floor elevation.
- features such as guard-railing, drainage and anti-flood measures, skylights and fire escapes do not add clutter to the front garden resulting in adverse visual impact on the appearance of the property and the street scene.

- appropriate security measures such as railings or a safety grille (Figure. 4.1) incorporating a fire escape mechanism are taken into account in order to protect people and particularly children from falling into a light well.
- the basement headroom should be a minimum of 2.15 M.
- a habitable basement room should receive adequate daylight. This is dependant on the size and shape of the basement room, but as a guide a line drawn from the centre of the window at 30° above the horizontal should pass over any obstruction (Figure. 4.1). Light-wells should be a minimum distance of 1m from window pane to the retaining wall.
- where creation or enlargement of basement window is required, traditional window proportions should be maintained.

4.5 Excavations to create front basement light-wells in connection with new basements, where light-wells are not an established characteristic of the streetscape, will not normally be approved. The conversion of existing basements to habitable use will be considered on a case by case basis

subject to the proposal being visually acceptable, and also satisfying the above criteria.

4.6 For listed buildings, buildings in Conservation Areas, additional controls and criteria will apply.

BALCONIES AND TERRACES

Issues

- 4.7 Roof terraces and balconies, whilst providing valuable outdoor space for dwellings without access to a garden, can present problems with over-looking, loss of privacy to neighbouring properties, and create nuisance during use. Roof terraces and balconies are not characteristic feature of the traditional residential housing stock of the Borough. In addition, the high density of housing in the borough further exacerbates the privacy and amenity concerns for neighbouring properties.

WINDOWS FRAMES AND DOORS

Issues

- 4.8 Most of Hackney's traditional residential buildings have painted timber, vertical sliding sash windows, and timber doors. Windows and their glazing bars constitute a characteristic feature of a house and its streetscape, since they were often designed as part of the overall composition of the facade, and an altered framing pattern can be disruptive. Modern materials, such as uPVC, often have an overly wide, flat and shiny appearance which may not be appropriate because correct window proportions can rarely be achieved in thicker glazing sections. There are also ecological, maintenance and sustainability concerns with uPVC windows not only during their manufacture and disposal, but also with their ability to be repaired, and the potential release of toxins in case of fire.

MATERIALS

Issues

- 4.9 The majority of the residential buildings in Hackney were constructed during a period in which a limited and traditional range of building technologies were used. The buildings, therefore, often have a limited palette of materials: they are mainly constructed of load-bearing brick, with natural slate or tiled roofs and often, in later buildings, with stucco detailing to accentuate key architectural features. This limited palette of materials contributes towards Hackney's identity.

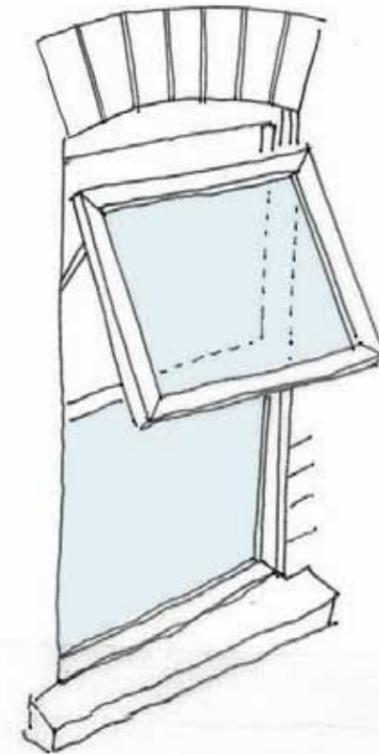
Design Principles: Balconies and Terraces

- Roof terraces, balconies and Juliet balconies are not normally acceptable where they would impact on the privacy of the neighbouring properties.
- Roof terraces and balconies should relate to the architectural conventions of the existing building and should not compromise existing openings and architectural features.
- Balconies and terraces are generally not acceptable on front elevations.
- The alteration of traditional roof-forms to create roof terraces is not acceptable.
- For Listed Buildings, buildings in Conservation Areas and Locally Listed Buildings additional controls will apply and additional permissions may be required.

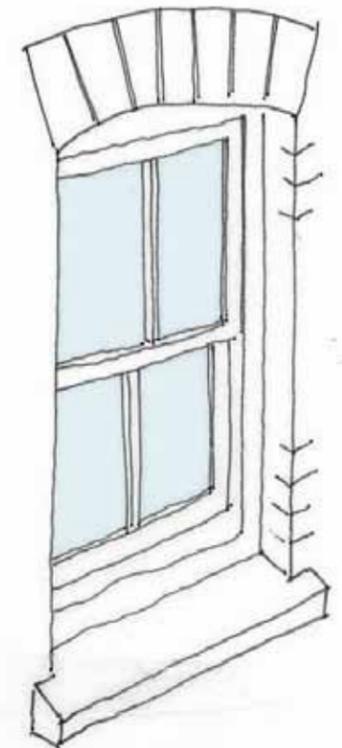
Design Principles: Windows Frames and Doors

- Traditional painted timber, vertical sliding sash windows, and timber doors should be retained and repaired where possible.
- Where it is necessary to alter or replace windows, the new windows should match the originals with regard to proportion, choice of materials, size of frame and glazing bars. The design and materials of front doors should be appropriate to the period of the building.
- Modern materials, such as uPVC and aluminium, and changes to window frame patterns are generally unacceptable for traditional building forms.
- For Listed Buildings, buildings in Conservation Areas, additional controls will apply and additional permissions may be required.

Figure 4.2 Window Forms



Modern top-hung replica 'sash' window



Traditional vertical sliding 'sash' window

Design Principles: Materials

- The Council will consider the use of Article 4 Directions to resist the loss of original materials and surfaces, especially in Conservation Areas.
- Many older buildings retain original features, such as cornices, string courses, mouldings, ironwork balconies and quoin-stones. These should be retained, or replaced, wherever possible.
- New brick work should always be carried out to match the original walls. Careful attention should be paid to brick-bonding and pointing to ensure a good match of style and colour.
- Wherever possible, external materials should match the colour and texture of the original building. When attempting to match materials, consideration should be given to the changes which will occur in their appearance due to age and weathering. Second-hand materials, in good condition, can be used to advantage for extensions to older properties. Re-use of second-hand materials contributes to environmental sustainability but they must be obtained from reputable sources.
- The use of high-quality natural materials is encouraged for all extensions and alterations, especially in Conservation

Areas and other areas of townscape quality where man-made alternatives are unacceptable. Inferior materials, whilst cheaper in the short term, add to future maintenance costs and will invariably be less attractive. It is important to use materials that improve with age and weathering.

- The use of rendered finishes should be avoided, unless used to match the existing building, Rendering and other surface finishes can be conspicuous elements in the context of Hackney's built environment; they can weather poorly and be costly to maintain to a satisfactory appearance.
- Repairs to existing render and stucco should be undertaken in a material to match the composition of the original.
- Original external pipe-work should be repaired where possible. Where the original pipe-work is beyond repair, cast iron replacements or cast aluminium and steel are preferable to plastic types. New pipe-work, including flues, should be installed to the rear and should be black or in a colour to match in with the external wall.
- For Listed Buildings, buildings in Conservation Areas, additional controls will apply and additional permissions may be required.

FRONT GARDENS AND BOUNDARY TREATMENTS

Issues

4.10 Hackney's urban fabric has a unified character, which is derived in part from its front gardens and boundary treatments. Front, rear and side boundaries contribute almost as much to the character of an area as the buildings themselves. The loss of front gardens and the use of inappropriate boundary treatments can detract from the overall appearance of the Borough's streetscapes. Soft landscaping also contributes to Sustainable Urban Drainage since gardens can soak up rain, while paving, tarmac and concrete

are less porous and increase the amount of rainwater that runs off by as much as 50%. Tarmac, concrete or brightly coloured pavers will not be acceptable. Consideration should therefore be paid to design and surfacing materials. Low brick walls, topped with coping stones and iron railings are characteristic of Hackney's streetscape. Excessively high and/or visually impermeable boundary treatments can create inactive street-frontages, and reduce the possibility for passive visual surveillance.

Design Principles: Front gardens and Boundary Treatments

- The loss of front gardens (for example, to form basement light-wells or hard-standings for car-parking) will be discouraged.
- Gardens that have been replaced by hard standings should be returned to a porous paving surface with 50% of the garden planted.
- The Council will encourage the retention of soft landscaping and trees to the front gardens of residential properties where appropriate, and will resist unsightly and inappropriately placed bin-stores and other features in front gardens.
- Existing railings, gates and gateposts should be retained and refurbished,

particularly those which were originally installed in the same architectural style as the building.

- Where walls, gates and gateposts are to be replaced, care should be taken to respect the original character, height and materials of the boundary treatment and the surrounding streetscape.
- It may be appropriate for new boundary treatments to match the style of original boundary treatments and railings on adjoining properties.
- For Listed Buildings, buildings in Conservation Areas, additional controls will apply and additional permissions may be required.

CARPARKING AND HARD-STANDINGS

Issues

4.11 Hackney's streets have a unified character, which is derived, in part, from its front gardens and boundary treatments. The loss of front gardens and the use of inappropriate boundary treatments can detract from the overall appearance of the Borough's streetscapes and lead to a loss of visual amenity and local distinctiveness. Higher levels of paving and hard surfaces

to front gardens increases rain water run-off. Parking in front gardens also leads to pedestrian-vehicular conflict along pavements. Car-parking in front gardens rarely increases the overall car-parking capacity of an area, as the provision of a cross-over from the street usually results in the loss of at least one on-street parking space.

Design Principles: Car Parking and Hard standings

- To minimise flooding, at least 50% of surfacing materials should be soft planting, shrubs or lawn while the rest should be a porous paving material.
- The Council will not encourage car-parking and hard-standings in front gardens, and will refuse planning applications where this form of development is proposed.
- The Council will consider the use of Article 4 Directions to resist the loss of front boundary walls and the construction of hard-standings in front gardens, especially in Conservation Areas and other areas of townscape quality.
- For Listed Buildings, buildings in Conservation Areas and Locally Listed Buildings, additional controls will apply and additional permissions may be required.
- Off street parking will not be permitted in properties where the depth of the front garden is less than 6.5 metres
- Where possible new boundary walls and features should be kept below 1 metre to prevent obstructions to key visual sight-lines
- Any gates across the vehicle access point should not open out into the public footpath
- All materials should be of high quality and match or complement the existing pallet of materials of the area
- If the proposed works are in a Conservation area or in close proximity to a tree with Tree Preservation Order, then additional consents will be required from the councils tree officer.
- The provision of new hard standing should not be located in areas that would interfere with the roots of existing trees.
- In properties with basements then the proposed parking zone should not be located in such a way that the parked car affects the amenity of the basement windows.
- Any proposals that would result in an unacceptable loss of vegetation and planting would be resisted.

OUTBUILDINGS AND DEVELOPMENT IN A BUILDING'S CURTILAGE

Issues

4.12 Much of Hackney's residential properties were designed and built with external open space both to the front and rear of the property. Rear gardens offer not just a valuable source of amenity space and natural habitat for wildlife, but also contribute to the quality of the surrounding streetscape, especially when viewed

through gaps between the built form and along side streets. The construction of sheds, greenhouses and other structures in rear gardens and other unbuilt areas, can have a significant impact on the amenity and character of an area, and contribute to incremental urbanisation.

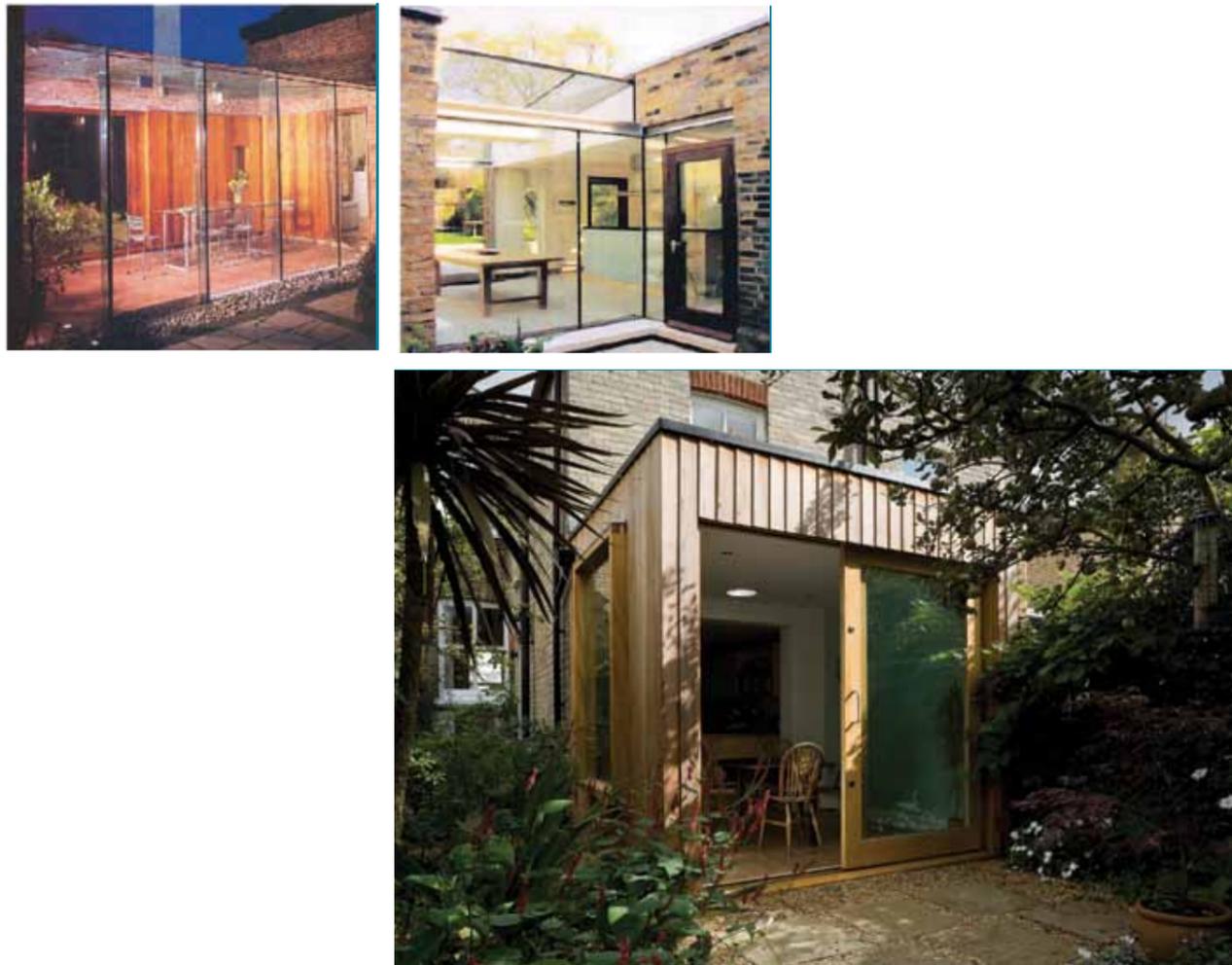
Design Principles: Outbuildings and Development in a Building's Curtilage

- Structures must not affect the amenity value of neighbouring gardens and may cause an unacceptable intensification of use, if used for purposes other than storage or gardening.
- Outbuildings in the curtilage of listed buildings or in gardens in Conservation Areas will be discouraged.
- Where it is considered acceptable to build a structure in a rear garden, care must be taken to avoid any potential impact on trees and other vegetation in the area.
- Outbuildings to the rear of corner properties have a greater potential to impact on the surrounding streetscape and consideration must be given to their building line, scale and materials.
- Conservation Areas, and Locally Listed Buildings additional controls will apply and additional permissions may be required.

CONTEMPORARY DESIGN

- 4.13 The majority of Hackney's building stock is of a historic nature and, therefore, extensions and alterations of a traditional nature and design are generally the most appropriate. However, the council recognises that in some instances contemporary design solutions may be appropriate, providing they are of a high standard of design quality, and are of appropriate form, scale and materials.
- 4.14 Every application has to be assessed on its individual merits; however, alterations or extensions that are considered to be good examples which are of high quality contemporary design are encouraged. Planning applications are examined according to the standard of design quality, the use of sympathetic materials, and the means in which the mass and form of the proposal have maintained a proper relationship to the existing building.
- 4.15 The examples shown include the use of light weight materials such as timber and glazing. Each scheme is typically fitted into the lines of the existing building rather than a form that is stuck on or applied.

Figures 4.3 & 4.4 Examples of contemporary design incorporated into a traditional building form



GARDEN AMENITY, GREEN ROOF AND RENEWABLE ENERGY

Trees

- 4.16 Trees have important amenity value and habitat significance, the council therefore encourages their retention and maintenance within the borough. Before undertaking works to a tree it is advisable to check whether it is protected. Trees protected by Tree Preservation Orders and nearly all trees in Conservation Areas which are protected automatically, should not be threatened by any proposed extension or alteration, either during construction or in the future. This includes the canopy of the tree, but also its roots, and consideration should be given to trees on adjacent sites which may be affected by any proposals. The Council has specialists who could give help and advice on proposals during the pre-application stages. Foundations should be adequate to avoid the new structure being damaged by trees in the future and extensions should not compromise the canopies of growing trees. During construction work, trees must be adequately protected in accordance with BS5837:2005.

usability of any remaining amenity space. Likewise, any extension or alteration must not compromise the quality of the amenity space of neighbouring properties through unacceptable overshadowing, loss of privacy, etc. Access through bedrooms to private amenity will not normally be acceptable, and access to gardens from family units should have direct access to the private amenity space. If direct access cannot be provided, then access may be acceptable via external stairs (from no higher than first floor) subject to detailed design and overlooking issues. The relationship between any communal amenity space and residential windows also requires careful consideration.

Green Roofs

- 4.19 Policies 4A.14 and 4.42 of The London Plan encourage Sustainable Urban Drainage systems, such as green roofs, in order to increase biodiversity and minimise water runoff. Whilst the Council promotes the incorporation of traditional forms, such as pitched roofs for extensions, exceptions may be considered where applicants demonstrate acceptability of green roofs (either extensive self managing roof coverings or deeper intensive roof-forms) in relation to building form. In addition, green roofs can enhance insulation and increase the life-span of the roof. Green roofs are especially encouraged where they complement existing wildlife habitat, open space and green corridors. The Council also encourages rainwater reuse (or harvesting), which involves the collection and storage of rainwater on site and its use as a substitute for mains water, for example in watering gardens or for flushing toilets. More information can be provided by contacting the Environment Agency.

Garden Amenity Provisions

- 4.17 Gardens are important for amenity, habitats and natural drainage. The value of rear gardens is increased where they collectively make up a large tract of green space. Front gardens and forecourts are particularly important as they provide a landscaped setting for the building and mediate between public and private space. Any residential extension or alteration should not result in the unacceptable loss of external amenity space. As a general rule, an extension should not result in the loss of more than 50% of any existing amenity space.
- 4.18 Cumulative loss of amenity space through multiple applications will not be acceptable. Any extension or alteration must not compromise the quality and

Renewable Energy Sources

Issues

- 4.20 In accordance with Planning Policy Statement 22, the London Borough of Hackney supports the incorporation of 'small scale renewable energy schemes utilizing technologies such as solar panel, biomass heating, small scale wind turbines, photovoltaic cells and combined heat and power schemes' into residential extensions and alterations. More importantly, it creates a positive culture change and increases green awareness. An energy audit is a recommended first step to identify the most energy efficient options for the building. These might include measures to reduce energy consumption such as the installation of a condensing boiler, additional insulation and the upgrading of windows to minimise draughts and cut carbon emissions. It is also recommended that applicants review Building Regulations Document L1 with regard to appropriate methods of installation particularly when the proposals will impact on a listed building or a building in a Conservation Area.
- 4.21 Applications will be considered on a case-by-case basis; however, they will be judged in accordance with the design guidance outlined in this document. In case of the installation of wind turbines applicants are required to submit a professional assessment of the expected energy savings from the installation of the proposed wind turbine.

Photovoltaic (PV) Cells and Solar Thermal Equipment

- 4.22 For highest efficiency of photovoltaic (PV) cells and panels for solar water heating systems, an un-shaded south facing aspect is best although an unshaded southeast and southwest aspect can still be viable. The cells or panels should preferably be integrated into the existing roof tiling systems or laid to the same angle as the roof pitch.

Wind Turbines

- 4.23 Small or micro wind turbines represent a relatively low-cost method of micro-renewable electricity generation for residential purposes, providing varying amounts of electricity generation and carbon dioxide savings depending on the house. In order to ensure that the wind turbines deliver energy expected from their rated capacity, it is important that they are installed at elevated positions with minimised obstruction between turbine and prevailing winds. They are normally visually prominent and vibration generated by them can make integration into existing buildings difficult. Therefore wind turbines are not very efficient in urban areas.
- 4.24 When considering a wind turbine there is also a need to assess issues such as siting, structural loading, vibration, noise generation, height, prevalent wind direction and average speed, proximity to trees and other buildings or structures. Noise and visual 'strobe' effect may be an amenity issue. Therefore, other options for generating renewable energies at Hackney can be more effective. Due to surrounding trees and buildings in urban settings such as Hackney's, wind turbines are highly unlikely to benefit from a good wind regime and will therefore prove inefficient. Householders are encouraged to consider other energy efficiency measures, such as insulation of the loft and cavity wall, low energy light bulbs etc. in order to improve the energy performance of their homes.

Bio-Mass Boilers

- 4.25 One of the principal issues with bio-mass boilers is the need for a flue pipe from the boiler which would normally have to rise to the level of the ridge line of the structure in which the boiler is housed. If there is an existing chimney stack this can some times be used. However, if no chimney can be employed for this purpose then a stand alone flue will be required. It is vital that the location,

size and type of flue be discussed at an early stage.

- 4.26 With wood chip and wood pellet stoves consideration should also be given to the storage requirements, if adequate space is not available in close proximity to the boiler.

Solid Wall Insulation

- 4.27 The majority of housing stock within the borough has solid brick external walls. These solid walls have poor thermal insulation performance in comparison to modern methods of construction. Insulating external walls offers home owners a cost effective way of improving fuel efficiency. There are two principal methods of insulating solid brick walls, the first is to apply an internal layer of insulated drylining and the second is to apply external insulation which is then covered with a layer of render or possible brick slips.
- 4.28 The changes in the thickness of external walls means that insulation applied to the outside of a property would rarely be granted permission on the street or side elevations of houses where these changes would detract from the continuity of street elevations. On rear elevations there is more scope for using externally applied insulation as long as it is applied in a way that does not alter the form of existing openings and the material used to enclose the insulating material is deemed to be suitable.

Conservation Areas

- 4.29 Planning legislation states that within Conservation Areas particular consideration must be given to the impact of installations either fixed to buildings or stand alone, on the character and appearance of the area. Proposals will normally be appropriate where their form and appearance either preserve

or enhance the special character or appearance of the building and area, or where they are not visible from a street.

Satellite Dishes, Aerials and Plant

Issues

- 4.30 The key to successful installation is appropriate siting and appearance. Advice on satellite dishes can be found in the Government's leaflet A Householder's Planning Guide for the Installation of Satellite Television Dishes (Department of the Environment, Transport and the Regions, 1998).

Design Principles: Satellite Dishes, Aerials and Plant

- 4.31 Satellite dishes (and associated equipment) should not be visually prominent, especially within Conservation Areas. Alternatives such as cable TV may be considered preferable. Where this is not possible, equipment should be as small as possible, of material, colour and location which minimises visual impact. The use of camouflage materials for the exterior of the dish is also encouraged so as to minimise the overall impact. Irrespective of the type of property or the requirement for permission the following should always be sought:
- A satellite dish should be located carefully out of view so as to not disrupt the historic fabric.
 - In most cases only one dish will be acceptable per building.
 - Suitable locations for the placement of the dish include behind parapet walls, on rear extensions or elevations, behind chimney stacks; using the smallest sized dish possible.

Other Equipment

- 4.32 The installation of communications plant and other equipment is likely to require planning permission on buildings containing flats and may require permission on houses depending on what is proposed and where it is located. Irrespective of the type of property or the requirement for permission the following should always be sought:
- Discrete positioning, such as concealed roof slopes, between parapet walls, on rear elevations, or behind chimney stacks;
 - Use of the smallest practical size and an unobtrusive colour;
 - The sharing of equipment between flats to reduce clutter; and
 - Using effective screening to minimise the overall impact.

Services and Pipes

- 4.33 The consideration of the location of minor elements such as downpipes, extractors and boiler flues, is advisable at an early stage of a design proposal, particularly in Conservation Areas. Locating these elements on the front of buildings should be avoided as they add visual clutter and often detract from the appearance of a building. Downpipes should be run vertically – awkward bends and diagonal runs should be avoided.

Meter Boxes

- 4.34 The positioning of meter boxes in prominent positions next to the main entrance doors can be visually intrusive and have a harmful effect on the appearance of properties. An inconspicuous location to the side of a property should be sought or the meters set flush into the ground. Where there is no alternative but a highly visible location the box should be painted to match the wall colour or screened by planting.

Solid Waste Storage and Recycling Storage

Issues

- 4.35 Waste bins and/or wheeled bins are required for each dwelling unit. The on-street storage of refuse and recycling is unacceptable - it results in footway obstructions and is generally unsightly. The bin store should not be located so as to detract from the building, nor be too prominent or discordant in the street-scene. They are best located within a suitable enclosure at the rear of the property. Where no access exists to the rear of the property, a well-screened facility, sensitively placed to the front of the property should be considered. Where a forecourt exists a discrete refuse store may be possible for one or two units behind the property's front boundary wall, but large refuse enclosures are unacceptable. The dimensions of a wheeled bin are normally 1100 mm in height, 585 mm in width and 730 mm in depth; therefore the facilities should be appropriately sized to accommodate one bin per flat or dwelling. Advice from the Council's Waste Services should be sought regarding current bin sizes.

Design Principles: Solid Waste Storage and Recycling Storage

- The enclosure should be constructed in materials which match the main building or boundary wall of which it forms a part.
- In some areas, it may be necessary for reasons of community safety that secure units are provided for bin stores to prevent unauthorised activity.
- A location close to ground floor windows should be avoided.
- Bin storage should never impede access to or from a dwelling.

- 4.36 Hackney currently operates a re-cycling box scheme: if you intend to store the re-cycling bin outside your property a suitable enclosure should be provided. The Council provides a Blue Bin service for the collection of food waste which is available to all street level properties and a Brown Bin service for garden waste which is available to all street level properties with gardens. Dimensions of these receptacles are provided within Hackney's 'waste and recycling planning guidance'. Waste disposal issues are covered in Building Regulation Approved Document H (section 4).

Housing Standards

Internal Layout and Design

- 4.37 All residential extensions and alterations must be fully compliant with acceptable layout and design standards, and with Building Regulations. They must comply with all Layout and Design criteria currently set out in SPG2 paragraph 2.

Internal Space and Standards

- 4.38 When planning an alteration, extension or change of use to residential, the internal space of the rooms designed should comply with the minimum room standards. Flats or houses should not result in an over-development of the property and the proposed alteration should be at a density of accommodation that is appropriate to the type of building and the area in which it is located.

Residential Conversions

- 4.39 Any conversion of a house presently occupied by a single household into two or more flats constitutes a change of use and, therefore, requires planning permission. It is intended to bring forward

a separate SPD on Residential Conversions; however, until the adoption of that document, the section relating to Residential Conversions in the SPG2 will remain Council policy.

Privacy of Adjoining Occupiers

- 4.40 Extensions, especially those of more than one storey, can lead to a loss of privacy for neighbouring properties, due to overlooking from new windows closer to adjacent boundaries. Loss of privacy includes not just maintaining an adequate distance between windows of habitable rooms, but can also relate to loss of privacy of external amenity space. Balconies and roof terraces can also threaten the privacy of neighbours: this can result not just from overlooking, but also from nuisance and noise pollution. Issues relating to loss of privacy to adjoining occupiers will be assessed on a case by case basis.

Daylight, Overshadowing and Outlook

- 4.41 Adjoining occupiers have the right to adequate daylight and sunlight. The volume of any extension may be limited by the degree to which it blocks out daylight from neighbour's windows. The need to maintain a reasonable outlook for your neighbours also needs to be carefully considered. More complex schemes will require a full assessment using the criteria set out in BRE's publication, Site Layout Planning for Daylight and Sunlight (2002); this includes an analysis of Vertical Sky Component, Average Daylight Factor and Annual Probable Sunlight Hours.
- 4.42 For simple, small scale proposals the 45° rule of thumb will be used to judge loss of light to adjoining windows.

Sound Insulation and Ventilation

- 4.43 Noise pollution can also affect acoustic privacy: any noise generating activity should be carefully considered as part of any proposal. This includes the location of balconies and roof terraces. It is essential to consider noise separation, especially during residential conversions.

Access and Facilities for People with Disabilities

- 4.44 All development in the Borough, be it a new building or an extension or alteration to an existing house, should be fully accessible. Extensions and alterations offer an opportunity for the accessibility of existing houses to be improved. Extensions and alterations must be designed to mobility standards and to comply fully with Building Regulations. Please refer to Building Regulation Document M for further information related to access issues and the use of dwellings. These regulations refer to design consideration for access into the dwelling and the approach leading to the dwelling, entrance doors, passageways and internal doors and access within the dwelling. Building Regulations require use of 'simple fastening door opening'.

Designing for Safety and Security

- 4.45 All residential development in the Borough must provide a safe and secure environment. Proposals should comply with Secured by Design principles for designing out crime; for example, by avoiding secluded or under utilised spaces around the building, recessed entrances with no visual surveillance, etc. Building Regulations Approved Document B (Sections 1, 2 and 3) relate to fire safety for private dwellings.

Cycling and Storage Space

- 4.46 The Council wishes to encourage the use of public transport, walking and cycling, as environmentally sustainable alternatives to private car use. Extensions and alterations which incorporate secure and dedicated cycle spaces, preferably within the building itself will be encouraged. The provision of adequate internal storage space within residential buildings is also encouraged by the Council.

APPENDICES

APPENDIX A / GLOSSARY

Brick Bond

The way in which brick courses are laid: Header: brick laid so that the end only appears on the face of the wall. Stretcher: brick laid so that the side only appears on the face of the wall.

English Bond: Method of laying bricks so that alternate courses or layers on the face of the wall are composed of headers or stretchers only.

Flemish Bond: Method of laying bricks so that alternate headers or stretchers appear in each course on the face of the wall.

Building Line

The line formed by the frontages of buildings along a street. The building line can be shown on a plan or section.

Building Regulations

To ensure the health and safety of people in and around all types of building.

Bulk

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

Butterfly Roof / M-Roof

Two parallel shallow pitched roofs meeting in a valley or gutter

Character

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

Cill

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

Conservation Area

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

Hip (Hipped) Roof

Hipped roof has sloped instead of vertical end.

Juliet Balcony

A shallow balcony designed to provide a barrier in front of french windows.

Jamb

The vertical face of an archway, doorway or window

Lintel

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

Listed Building

A 'Listed Building' is a building, object or structure that has been judged to be of national historical or architectural interest. It is included on a register called the Statutory List of Buildings of Architectural or Historic Interest, drawn up by the Department of Culture, Media and Sport.

Listed Building Consent

Permission required from the Council for the demolition of, or material alterations, both internal and external, to a listed building or within the curtilage or setting of a listed building.

Mansard Roof

Mansard roof has a double slope - lower slope being longer and steeper than the upper. Mansard roof is named after F. Mansard

Pilaster

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

Public Realm

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

Quoin

1. Any external angle or corner of a structure.
2. One of the dressed stones used to dress and strengthen the corner of a building

Renewable Energy

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

Reveal

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

Roof Pitch

The angle of a roof

Roof-light

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

Street-scene / Streetscape

The view along a street from the perspective of a driver or pedestrian, especially of the natural and man-made elements in or near the street right of way, including roof line, street trees, lawns, landscape buffers, signs, street lights, above-ground utilities, drainage structures, sidewalks, bus stop shelters and street furniture.

Subordinate

To serve under. Unequal

Sustainable Urban Drainage

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

Symmetrical

Exact correspondence of parts on either side of an axis. e.g. Greek temple, Harmony, proportion, or uniformity between the parts of a building and its whole

Tree Preservation Order

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

Produced by Hackney Design, Communications & Print • June 2009 • PJ38153