



Householder

Supplementary Planning Document





Planning Aid England (PAE) provides a free, independent and professional planning advice service to individuals and groups who cannot afford professional fees. The organisation may be able to assist groups and individuals who would like support and advice in order to get involved in this consultation process. Contact the PAE Community Outreach Coordinator for further information:

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Introduction

Purpose

The purpose of this guide is to provide clear and practical design guidance to supplement the Council's Development Plan, with the following key aims:

- Give homeowners and designers a clear basis for developing proposals, with some certainty that the final result is likely to be acceptable to the Council
- Ensure that proposals are well designed and complement or enhance the character of the original property and the wider area
- Protect the residential amenity of neighbours
- Safeguard the natural environment, including trees and protected species
- Prevent the creation of dangerous highway conditions
- Protect the built environment

Policy Background

This Supplementary Planning Document provides design guidance on how common types of householder developments can be carried out, in accordance with the relevant local planning policies. These policies are set out in the Replacement Unitary Development Plan for the Bradford District

and include: UDP3, UR3, TM12, TM19A, D1, GB1, GB2, GB5, BH4, BH7, NE4, NE5, NE10 and NR16. The full wording of these policies can be found in Annex A.

Adoption

The Householder SPD was formally adopted by the Council on 12th April 2012 at the meeting of the Regulatory and Appeals Committee, following the recommendation of the Council Executive on 16th March 2012.

The Replacement Unitary Development Plan for the Bradford District is to be superseded by a new type of Development Plan called the Local Development Plan. This guide will continue to support the equivalent design policies within the Local Development Plan.

Does this guidance apply to Listed Buildings and Conservation Areas?

This guidance applies to all common types of residential properties, including those which are Listed and in a Conservation Area. However, if a building is Listed, within a Conservation Area, or was not designed for residential use, there may be special

requirements. If this is the case, you are advised to contact the Council's Design and Conservation Team for specialist advice.

Extensions for people with physical, sensory or cognitive impairments

Sometimes extensions and alterations are required to meet the needs of a person with a physical, sensory and/or cognitive impairment. In cases where the size or design of a proposal conflicts with the guidance in this document, the specific needs of a person will be taken into account and the Council will consider relaxing this guidance, where there is no suitable alternative solution.

To help the Council make an informed decision, these types of applications will require supporting evidence to verify the need for the extension. The Council's Occupational Therapy Service will be able to help with this.

Applying this design guidance

Whilst this document provides guidance on most common types of householder proposals, the strict application of this guidance will not be appropriate in all circumstances. In all cases, the Council will take into account the relevant planning considerations and judge each application on its own merits.

The Council has adopted a series of other Supplementary Planning Documents. The Council's Sustainable Design Guide and the Planning for Crime Prevention Supplementary Planning Documents will also be relevant to many householder proposals.

Contact Details

A list of useful contact details, websites and related publications can be found at the back of this booklet.

Superseded Guidance

This Householder SPD has now combined and superseded the guidance set out in the previous House Extensions SPG and Dormer Windows SPG.

Section 1: Preparing Your Design

Step 1: Find out what types of permission you will need

Planning Permission

Not all extensions, alterations or outbuildings need Planning Permission. This is because Central Government have decided that some proposals are likely to have such a limited impact on neighbours, the appearance of an area, and issues of wider public interest, that Planning Permission is not necessary. Proposals of this type are often referred to as 'permitted development'.

You should find out if Planning Permission is required before starting work by visiting www.planningportal.gov.uk or the Council's website www.bradford.gov.uk/planningguidance. Alternatively, a leaflet entitled 'Guide to Householder Permitted Development Rights' is available from Planning Receptions or can be sent out by post upon request.

If you are uncertain about whether or not Planning Permission is required, or you need written confirmation, you should submit an application for a Certificate of Lawfulness for a Proposed Development. The requirements for the certificate are similar to those required for a Planning Application. Refer to Step 6 for guidance.

Listed Building Consent

Listed Building Consent will be required for all extensions and alterations to a Listed Building, even if Planning Permission is not required. If your building is Listed and you also require Planning Permission, it may be a good idea to apply for both consents at the

same time. For advice contact the Design and Conservation Team.

Conservation Area Consent

In Conservation Areas, the demolition or partial demolition of buildings, including outbuildings and walls, may require Conservation Area Consent. For advice contact the Design and Conservation Team.

Building Regulations Consent

Building Regulations Consent is different from Planning Permission. Its purpose is to make sure buildings are safe, efficient and accessible. Most building work will need Building Regulations Consent even if Planning Permission is not required.

You must check with Building Control whether consent is required before starting work. Guidance is also available via www.planningportal.gov.uk.

Public Rights of Way Diversion Order

If a public right of way is affected by a development, it may be necessary to apply for a Public Rights of Way Diversion Order. This is a separate process to Planning Permission but it is easier to achieve a positive outcome if both processes are started at the same time. For advice contact the Council's Rights of Way Section.

Wildlife Licence

If your proposal affects protected species, such as bats, you may need to apply for a licence from Natural England. For advice you can contact the Council's Biodiversity Officer.

Step 2: Think about getting professional advice

Most people will need to employ an Architect or Plan Drawer to design, submit and manage their applications for Planning Permission, Building Regulations Consent and any other types of permission that may be required.

When choosing an Architect or Plan Drawer, home owners should try not to base their decision on cost alone - look for accreditation of reputable institutions and professional bodies, ask to see examples of their work and talk to their previous customers. If a building is Listed or within a Conservation Area, you should try to employ someone who has expertise in this area.

Step 3: Speak to your neighbours

When a Planning Application is received, we will write to your neighbours to inform them of your proposal and to give them 21 days to formally object to, or support your application in writing. It is often a good idea to speak to your neighbours about your plans before submitting your application to maintain goodwill. Ensuring your neighbours are well informed of the proposed development and any issues are resolved before an application is submitted, may result in a more efficient transition through the planning process. If your proposal affects a shared wall or boundary, you must comply with the requirements of the Party Wall Act 1996. For guidance, you should read '*The Party Wall etc. Act 1996: explanatory booklet*' which is published by

Central Government. If further guidance is required, the advice of a competent professional should be sought. The Council does not provide legal advice on this matter.

Step 4: Carry out an assessment of your house and the surrounding area

Proposals should be designed to maintain or improve the character of the original property and the wider street or area. However, they must also be designed to have no unacceptable impacts on the living conditions of neighbours'. To achieve this, it is important that designers develop a clear understanding of the individual property and the wider area. This should be done by carrying out a site appraisal.

For householder developments, site appraisals should concentrate on identifying the following:

1) Important features that contribute to the character of an individual property and wider area, including:

- Types of wall and roof materials
- The shape and pitch of roofs
- Gaps between neighbouring buildings and the distance between buildings and the street
- The size, shape, position and design of windows and doors
- Architectural features and details, such as window sills, guttering, eaves detailing and window types and detailing

- The design of any existing extensions and dormer windows in the street and wider area
- The design of boundary walls, fences and gates

2) Site constraints and opportunities, including:

- The position of neighbouring properties and the distance to their windows and private gardens
- The shape and size of the existing house and garden
- Steep slopes, changes in level and landscape features
- Trees, hedges and wildlife
- Opportunities to correct work which has damaged the character of the building in the past. For example, the removal of render or paint from stone houses.
- Public rights of way or crossing adjacent to the site

This information and the guidance in this booklet should then be used to inform the development and final design of the proposal. Designs that are the result of this process are likely to be granted Planning Permission.

Step 5: Follow the Design Principles and the Specific Guidance when designing your proposal

After completing Step 4, you should read all of the Design Principles set out in Section 2 and then read the relevant pages of Specific Guidance set out in

Section 3. You should then start to develop your design, thinking carefully about the best possible design solution and refer back to this document when necessary.

Step 6: Submit your Planning Application

How do I apply?

The Council recommends that you apply for all types of Planning Permissions (including Listed Building Consent, Conservation Area Consent or a Certificate of Lawfulness) electronically via the Internet. This is done by using the Planning Portal website www.bradford.gov.uk/planningportal.

Alternatively, you can make a paper application. To do this you will need a copy of the Householder Planning Application form, the help notes and a validation checklist. These can be downloaded from www.bradford.gov.uk/planningforms, collected from Planning Receptions or we can send them to you by post.

What information is required?

The exact requirements are set out by the 'validation checklist' and may change over time. However, they will include:

- A fully completed application form, including ownership certificate
- Various detailed plans and drawings that are accurate and to an appropriate scale*
- The correct fee

To satisfy the requirements, most people will need to employ a professional Architect or Plan Drawer (refer to Step 2 for advice).

What happens next?

The planning process can be quite complicated. However, the basic steps are:

- The Council will check that all the required information has been submitted. If information is missing or of poor quality, we will write to you and your application will be put on hold
- We will confirm that your application is valid and give you a date by which you should expect to receive a decision
- We will write to your neighbours' to let them know an application has been made, put a copy of your application on the internet and make copies available for the public to view at Planning Reception's. If you have a Parish or Town Council we will also consult with them
- A Planning Officer will visit your house and make an assessment of the proposal
- A Senior Planning Officer or the Area Planning Panel will make a final decision based on the assessment and recommendation of the Planning Officer
- We will send you or your Agent a decision letter and a copy of your plans stamped 'APPROVED' or 'REFUSED'

The Council have a series of Planning Advice Notes which provide further guidance. These can be downloaded from www.bradford.gov.uk/planningforms, collected from Planning Receptions or sent by post upon request.

* Please see the 'Validation Checklist for Householder Applications' on the Councils website

Section 2: Design Principles

Design Principle 1: The size, position and form of extensions, dormer windows and outbuildings, should maintain or improve the character and quality of the original house and wider area.

As a general rule, extensions should not appear to dominate the original house or neighbouring properties. They should complement the design of the original property and the wider area, which should be taken as the starting point of any design.

Types of Extension

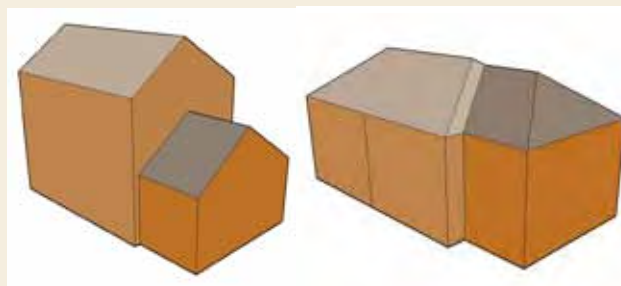
There are two common approaches to extending a house:

Subordinate extensions

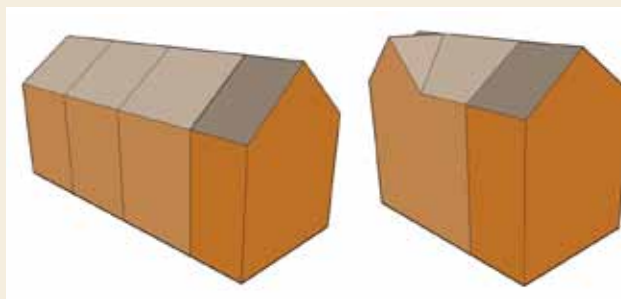
Under this approach, the original house should be dominant and all extensions should appear as sympathetic additions, which are normally added to the rear or side. A well-designed subordinate extension will help to maintain the original appearance of a house and the wider area. This makes subordinate designs a good option for extending most types and designs of property.

Integrated extensions

It is sometimes possible to design an extension so that it appears to be part of the original house. If the design, building materials and workmanship are of high quality, this approach can work well for extensions to detached houses and extensions to the



Figures 1 and 2: Examples of subordinate extensions of matching form



Figures 3 and 4: Examples of integrated extension

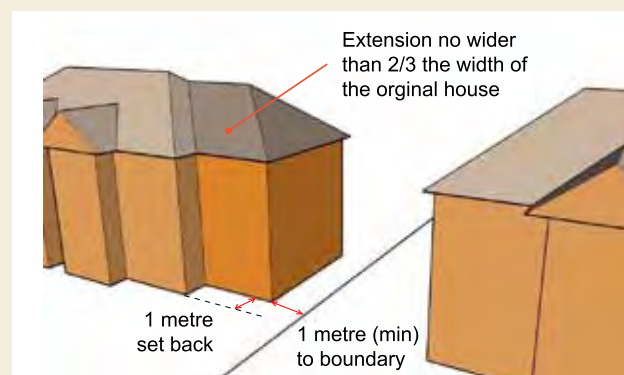


Figure 5: Requirements for subordinate side extensions

end of uniform terraces. However, this approach is not appropriate for extensions to semi-detached properties.

Climate Change - Incorporating Renewable Energy

The Council will actively encourage the use of renewable and sustainable energy technologies in house extensions, where possible and appropriate. The use of such technologies will only be encouraged and permitted when they do not have a detrimental impact upon the visual amenity of the host and neighbouring property, and the surrounding built environment. For further guidance please refer to the Council's Sustainable Design Guide SPD.

Extensions to the Front of a House

Extensions forward of the front wall, other than small porches and canopies, are unlikely to be acceptable. This is particularly the case where the uniform appearance of an area or street is a distinctive characteristic. Further guidance is provided by Section 3 Part 1.

Extensions to the Side of a House

Positioning side extensions

Unless an integrated extension is proposed, both single and two storey side extensions should normally be positioned behind the front wall of a house. This will help to:

- Make an extension appear subordinate and preserve the original design of a house

- Avoid an awkward and unsightly junction between old and new wall and roof materials
- Help reduce the loss of the openness between buildings that have been built in a uniform row

Two storey extensions will normally require a 1 metre set back behind the front wall of a house, with a corresponding lowering of the roofline. However single storey extensions, which normally appear subordinate due to their lesser height, only need a minimal set-back of 150mm to avoid an awkward junction in materials.

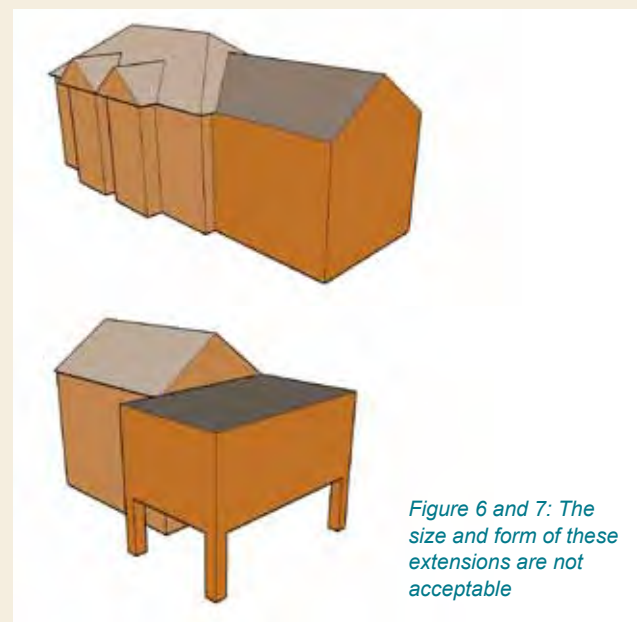


Figure 6 and 7: The size and form of these extensions are not acceptable

Distance to side boundary and maximum width of extensions

Where detached or semi-detached houses are built in a uniform row, the Council will insist that a minimum gap of 1 metre between the extension and the side boundary should be retained to prevent a cramped 'terracing effect'. This gap will also allow access to the rear of the property and assist in the future maintenance of walls, guttering and roofs.

Where houses are set within particularly large plots, a greater distance to side boundary may be required, to protect the spacious character of an area. As a general rule, side extensions should not normally have a width that is greater than two thirds the size of the original house, even if a 1 metre gap can be retained to the side boundary.

Extensions to the Rear of a House

Although extensions to the rear of house will not normally have a significant impact on the appearance of the street, their maximum size will normally be limited by the impact of an extension on the amenity of neighbours'. Refer to Design Principles 2 and 3 for guidance.

Form and Roof Type

The form and roof type of an extension should normally match or closely relate to the original building, as illustrated by figures 1, 2, 3, 4 and 5. For example, an extension with a gable roof is unlikely to look right on a house with a hipped roof, and a flat roof will not normally complement or enhance the appearance of a building.

For single storey extensions located to the side or rear of a dwelling, monopitched or 'lean-to' roofs will normally be acceptable. However, two storey extensions are unlikely to comply with Design Principle 1, unless they incorporate roofs of similar design, form and pitch to that of the original building.

Dormer Windows

Design Principle 1 is equally applicable to dormer windows. For further guidance, see Section 3 Part 6.

Outbuildings

A new garage may have as much impact on the appearance of a property or the street, as an extension or dormer window. In most instances, garages should be located behind the front wall of a house. For further guidance, see Section 3 Part 8.

Green Belt

There are strict controls over the size, design and position of extensions within the Green Belt. Refer to Section 3 Part 13 for guidance.

Contemporary Design

Good contemporary design can add interest and richness to the character of an area. Proposals for contemporary extensions or outbuildings will be assessed on an individual basis. To help the Council make their assessment, it is recommended that a Design and Access Statement is included as part of the Planning Application.

Design Principle 2: Extensions and alterations should not cause unacceptable harm to the privacy of neighbours

Overlooking and Loss of Privacy

Overlooking occurs where there is an inadequate distance and unrestricted views between a window and a neighbour's existing window or private garden. Direct views between the windows of habitable rooms such as lounges, dining rooms and bedrooms are particularly sensitive.

For the purpose of this document, habitable rooms shall include: lounges/ living rooms, dining rooms, kitchens, bedrooms and studies. Bathrooms, store rooms, hallways, landings and garages are not included.

Guidelines

To allow for the reasonable extension of homes whilst protecting the privacy of neighbours', the following guidelines apply.

Two storey extensions will not normally be acceptable unless:

- 7 metres is retained between a first floor (or above) habitable room window of an extension and a boundary which adjoins a neighbour's private or semi-private garden
- 17 metres is retained between the first floor habitable room windows of an extension and the habitable room windows of a neighbour's property

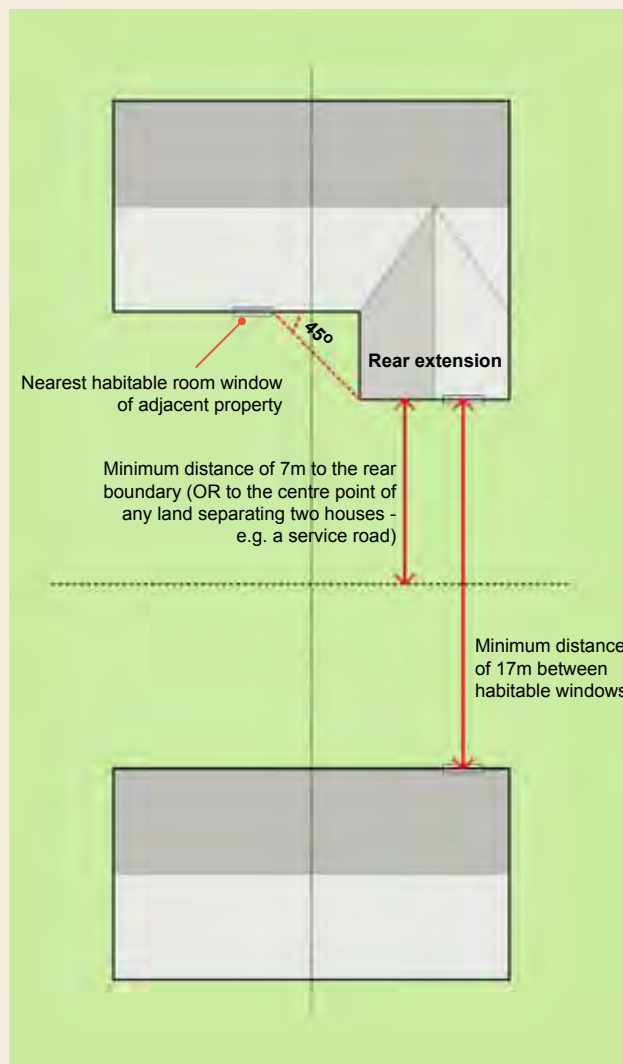


Figure 8: Minimum acceptable distances

However, if a neighbour's house has already been extended and this extension has reduced the distance between facing habitable room windows, a minimum of 14 metres may be acceptable between the habitable room windows of two extensions.

If views are not direct, lesser distances may be acceptable.

The above distances also apply to raised terraces and balconies, or single storey extensions from which there are unrestricted views.

Using Frosted Glass

Frosted glass is a good way of preventing overlooking from non-habitable rooms such as bathrooms. However, it is not desirable to glaze habitable room windows with frosted glass, unless the room has other windows that are clear glazed.

Where a conservatory is located close to a neighbour's boundary, frosted glass or a solid wall should be used to prevent the direct overlooking of a neighbour's garden.

Conservation Areas

In some historic areas, shorter distances may be acceptable where this is necessary to integrate an extension into the existing build form. Such proposals will be assessed on their own merits.

Design Principle 3: Extensions and outbuildings should not over dominate, seriously damage outlook or unacceptably reduce natural daylight reaching any neighbours' property

Over-dominating Impact and Outlook

Extensions or outbuildings can sometimes have an over dominating physical presence that damages the outlook of neighbours'. Whether or not an extension or outbuilding has an over-dominating impact will depend on its overall size, the distance between neighbouring properties, and the position of habitable room windows or well used parts of the garden beyond boundaries.

Loss of Daylight

In many cases, extensions and outbuildings that have an overbearing impact upon their neighbours', will also cause an unacceptable loss of light to neighbouring properties and their gardens.

Guidelines

In assessing the impact of an extension upon a neighbour, the Council will refer to the guidelines set out below. These guidelines aim to prevent neighbours' from experiencing both unreasonable damage to outlook and unacceptable loss of daylight.

Where a significant change in level exists between two neighbouring properties, the following guidelines may be adjusted. Such cases will be judged on their own merits.

Single Storey Extensions

Where a rear extension or conservatory is located close to a boundary with a neighbouring property:

- Single storey extensions to terraced or semi-detached houses should not normally exceed 3 metres* in depth
- Single storey extensions to detached houses should not normally exceed 4 metres* in depth

Where houses are set within large grounds and no adjacent properties will be affected, larger extensions will be considered on their own merits.

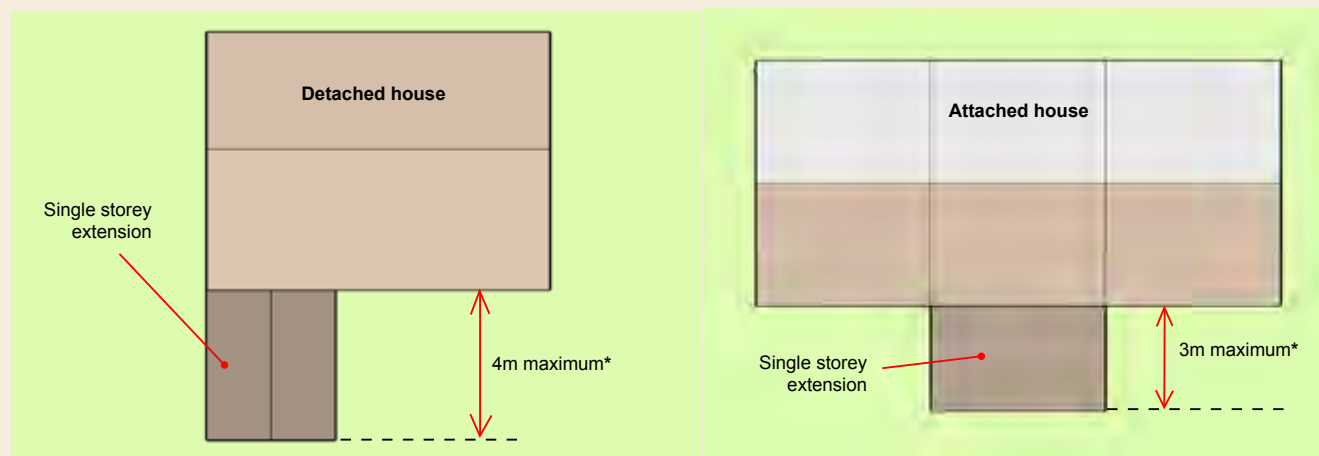


Figure 9 and 10: Maximum depth of single storey extensions

**please refer to page 28 regarding the issue of overcrowding and the permitting of larger than otherwise permitted extensions.*

Two Storey Extensions

Where any neighbours' house has habitable room windows facing or adjacent to an extension:

- Two storey extensions should not normally project beyond a 45 degree line taken from the edge of the nearest habitable window of any adjacent house
- Two storey extensions should not normally project beyond a 25 degree line drawn from the middle of any opposite neighbours habitable room window

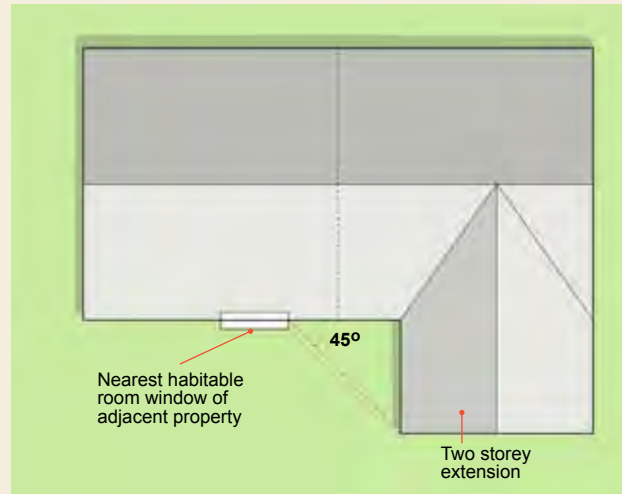


Figure 11: The 45 degree rule

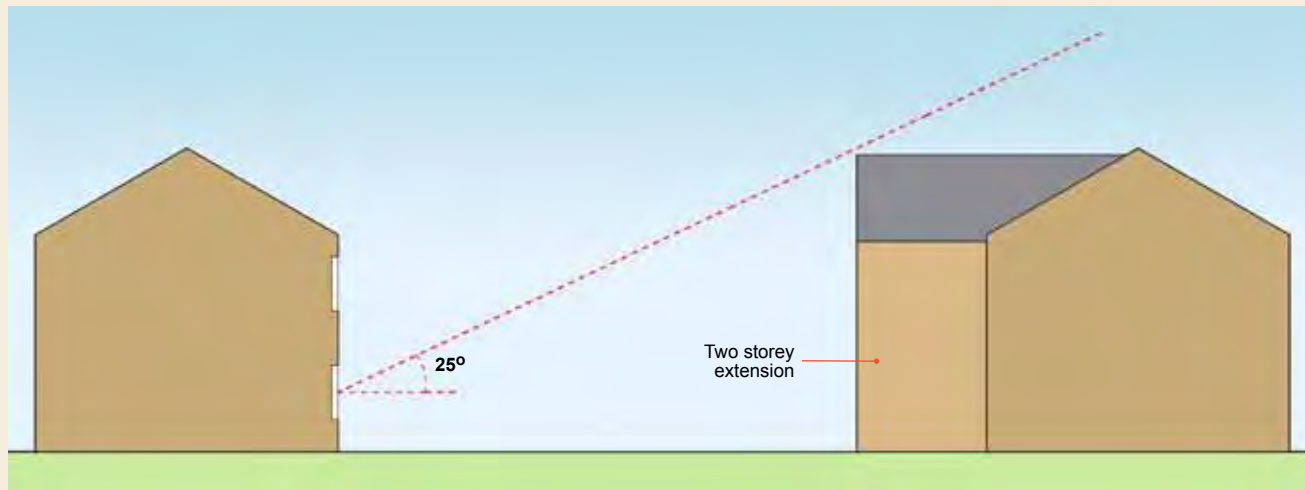


Figure 12: The 25 degree rule

Conservation Areas

In some historic areas these standards may be relaxed, when it is necessary to integrate an extension into the existing built form. Such proposals will be assessed on their own merits.



Figure 13: Some historic areas were built with very small gaps between properties

Design Principle 4: New wall and roof materials should match or complement the original building

The Council will normally insist that the roof and wall materials of extensions closely match those of the existing building. This will help to ensure that extensions and alterations complement the original house and the wider character of the area. Poorly matching materials are likely to damage the character of a building.

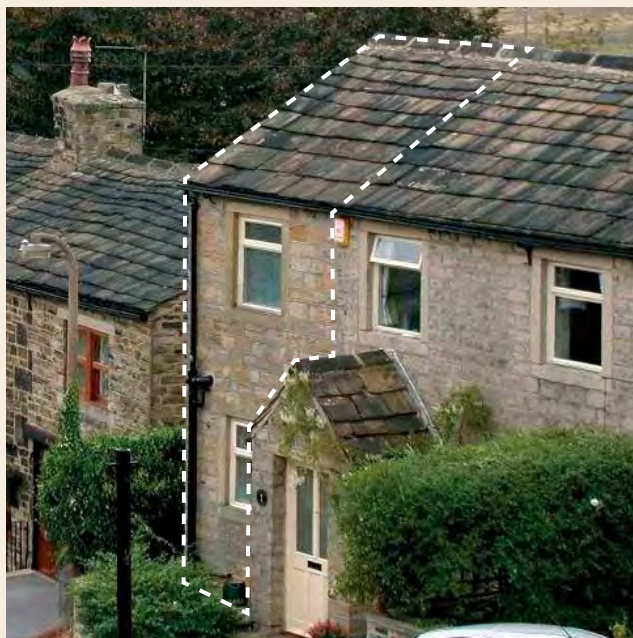


Figure 14: Integrated extension built using well matched stone for roof and walls

New stone or brick should match the existing unit sizes, coursing, texture, pointing and colour (allowing for weathering where necessary). In some cases, reclaimed materials will need to be used. Render or other finishes should normally match in terms of texture, colour and finish. However, where buildings have been unsympathetically rendered, it is preferable to remove the render and match the extension to the original walling material, rather than repeat past mistakes.

Care should also be taken when matching roofing materials. If the original roof needs replacing or re-slating it is often a good idea to do this at the same time as extending. In cases where it is not possible to achieve a good match in roofing materials and a clean break between old and new cannot be achieved, it may be necessary to replace the whole roof.

The use of non matching materials

Although the use of matching materials is normally preferred, extensions constructed of non-matching or deliberately contrasting materials may also be acceptable. This will depend upon the overall quality of the design and how it looks in context.

Dormer Windows

The materials used for the sides and the roof of dormer windows must normally match or be sympathetic to the original roofing material. Shiplap boarding or other cladding materials are unlikely to be acceptable, unless they are an original feature of the building. All cladding materials should normally be restricted to the sides of the dormer window, and not the front elevation.

Figure 15: Excellent match in wall and roof materials



Design Principle 5: The layout, proportions and design of new windows and doors should complement the original building

Window and Door Layout and Proportions

When new windows or doors are added to an existing building or a new extension, designers should think carefully about the proportions, design and layout of the original windows. If a building has a well balanced pattern of openings, the addition of too many windows, which are poorly aligned and of various sizes, will cause disruption and harm the look of a building.

As shown in the illustration, new windows should normally be aligned with existing windows and be of similar proportions and size (unless a random window pattern is a characteristic of the original building). In addition, the ratio of solid wall to window openings should normally be similar to that of the original house.

Window and Door Details

The detail and style of the windows is important. Designers should look at the windows and doors of the existing house and those of similar houses in the local area. It will normally be appropriate to fit windows and doors of matching design, detail,

opening method and materials. However, where a building has been unsympathetically modernised, it is better to return the house to its original appearance rather than repeat past mistakes.

The recessing of doors and windows in their openings is a traditional detail that is sometimes overlooked when new or replacement windows are installed. Setting windows and doors back within their openings not only looks better, it also helps to increase their lifespan.

If you live in a historic building, the Council's Design and Conservation Team will be able to advise you of the appropriate door and window type.



Figure 16: Good window proportions, details and relationship of solid wall to window



Figure 17: Poor window proportions, details and relationship of solid wall to window

Design Principle 6: House extensions and dormer windows should respect and when desirable, replicate the architectural features and details of the original building

Many buildings have important architectural features and details which contribute to their character and appearance. When designing an extension, it is often desirable to replicate many of these features and details. However, it is not necessary to incorporate grand or intricate detailing into the design of small extensions. Where a building has ornate features and details, it is sometimes preferable for an extension to be of a simpler appearance so that it does not draw attention away from the parent building. Nevertheless, unless a high quality contemporary design is proposed, it will normally be appropriate to replicate basic features and details such as window lintels, windows sills, eaves detailing, gutters and rain water pipes.

The ill conceived imitation of features such as Georgian columns and ornate balustrading should be avoided.

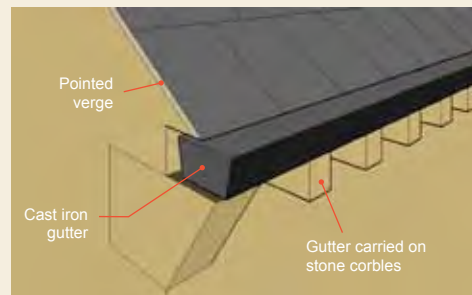


Figure 18: Original

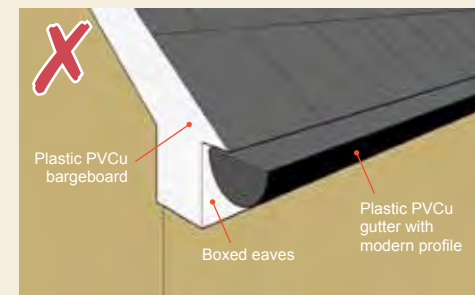


Figure 19: Proposed – Poor

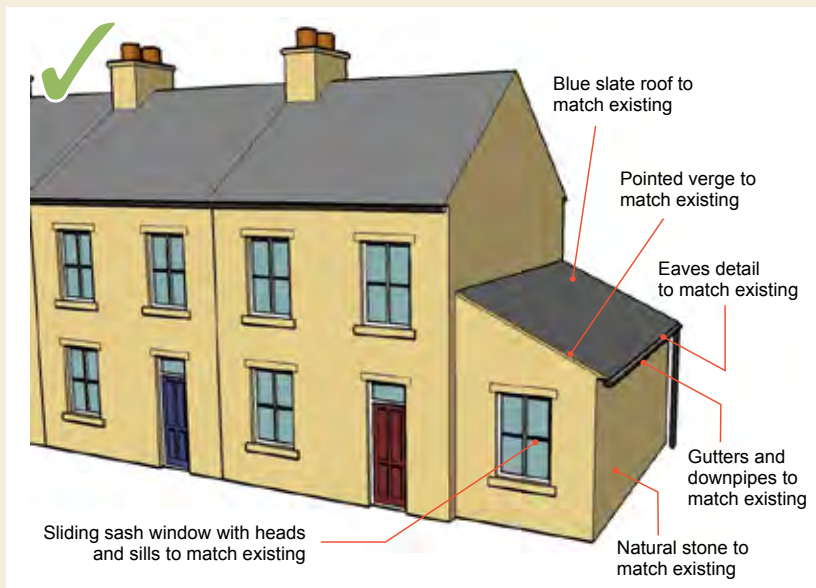


Figure 20: Good window detail and form

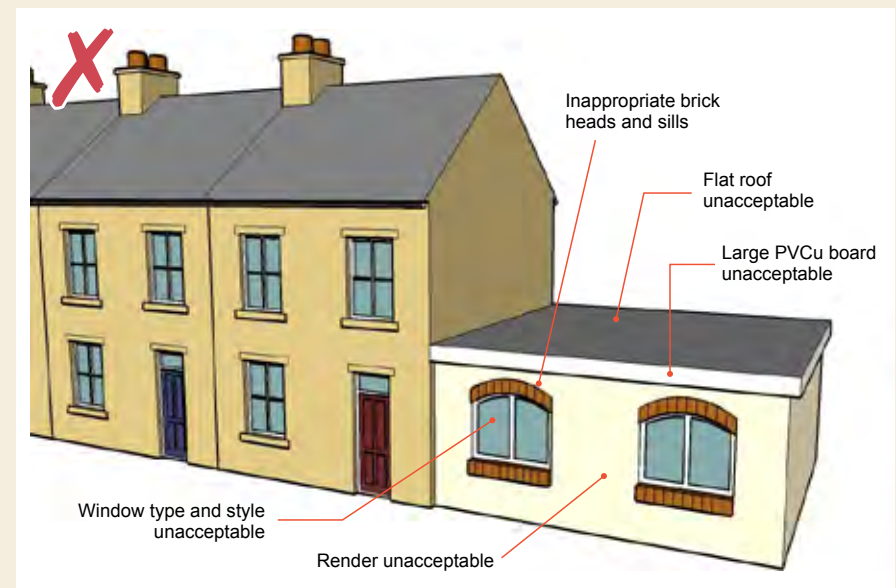


Figure 21: Poor window detail and form

Section 3: Application of Design Principles and Specific Guidance

1. Extensions and Porches to the Front of Dwellings

Extensions

In conventional housing layouts, whether it be detached, semi-detached or terraced, houses are likely to be of similar design and set at regular distances from the road. In these types of area, the uniform appearance of the street is normally an important characteristic that would be disrupted by any extension to the front of a house. For this reason, front extensions are unlikely to maintain the character and quality of the original house and wider area, as required by Design Principle 1.

If a house is of individual design and the building line is staggered or indistinct, it may sometimes be possible to design a front extension, which accords with Design Principle 1. Such a design will also need to strictly comply with Design Principles 2, 3, 4, 5 and 6.



Figure 22: Conservatory not acceptable to front of house

Porches

Small porches (subject to specific criteria) will not normally need Planning Permission. However, even if Planning Permission is not required, householders should think very carefully about how their design will look in relation to the existing house and the wider area. If there are no existing porches within a uniform row of houses, the street may look better if no porches are added to the front of a house. If there are already porches within the street, it may be a good idea to copy the design of a neighbour, particularly if their porch is original. Even if Planning Permission is not required, the Design Principles set out in this booklet are a useful tool to help designers think about the best size, form, position, materials and detailing of a porch.



Figure 23: Large and poor quality porch not acceptable

Where porches need Planning Permission, the Design Principles set out in this booklet will be applied strictly by the Council. As with extensions to the front of houses, large porches are unlikely to be acceptable if the house and wider area are of uniform design. In these types of areas, porches are best located to side or rear doors.



Figure 24: Original porch



Figure 25: Porches can damage the streetscene

2. Extensions to the Side of Dwellings

Extensions to the side of houses will have an impact on both the character and quality of the original house and the wider area. Figures 26 and 28, illustrate successful two storey extensions which comply with Design Principles 1, 4, 5 and 6, whilst Figures 27 and 29 show unacceptable examples that

do not comply with the Design Principles. Side extensions may also have a significant impact on neighbours (refer to Design Principles 2 and 3 for guidance). Examples of good and bad single storey extensions are shown under Design Principle 6.

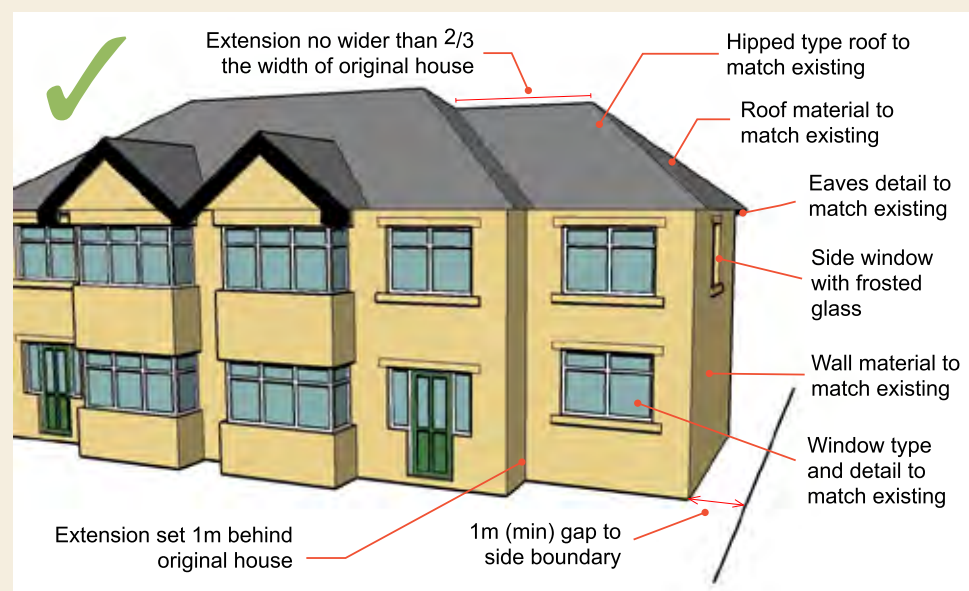


Figure 26: Good extension to semi-detached house

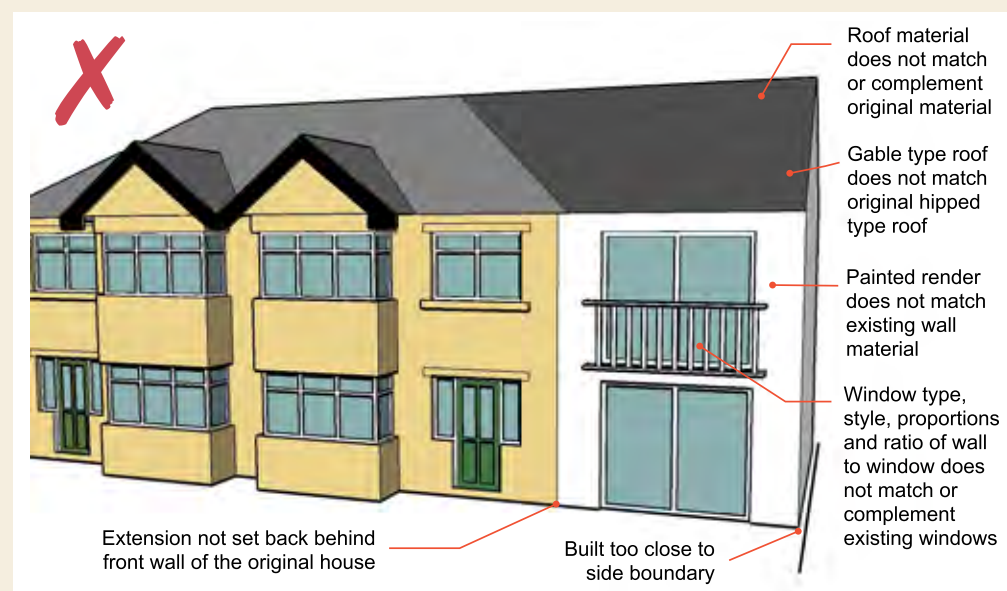


Figure 27: Poor extension to semi-detached house

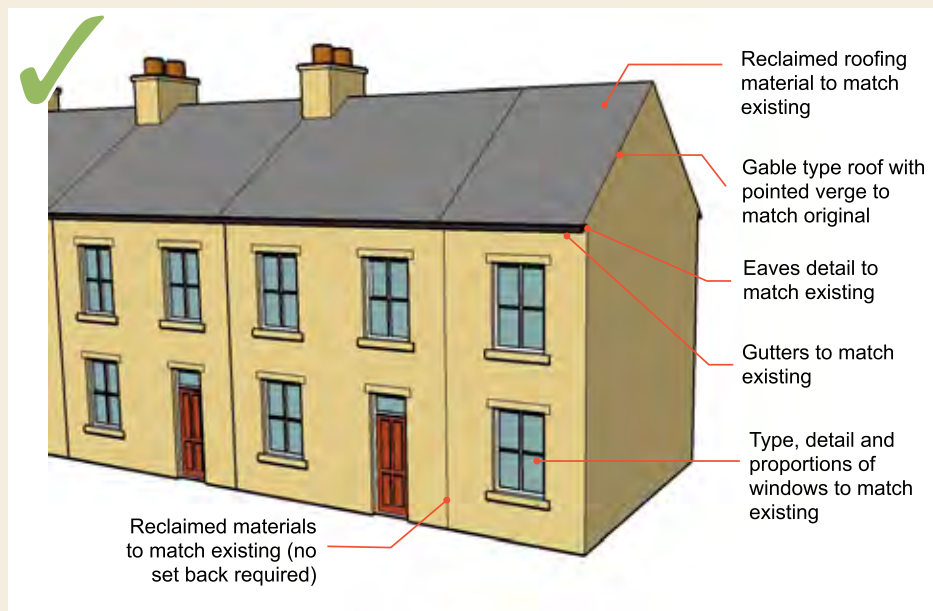


Figure 28: Good extension to terrace

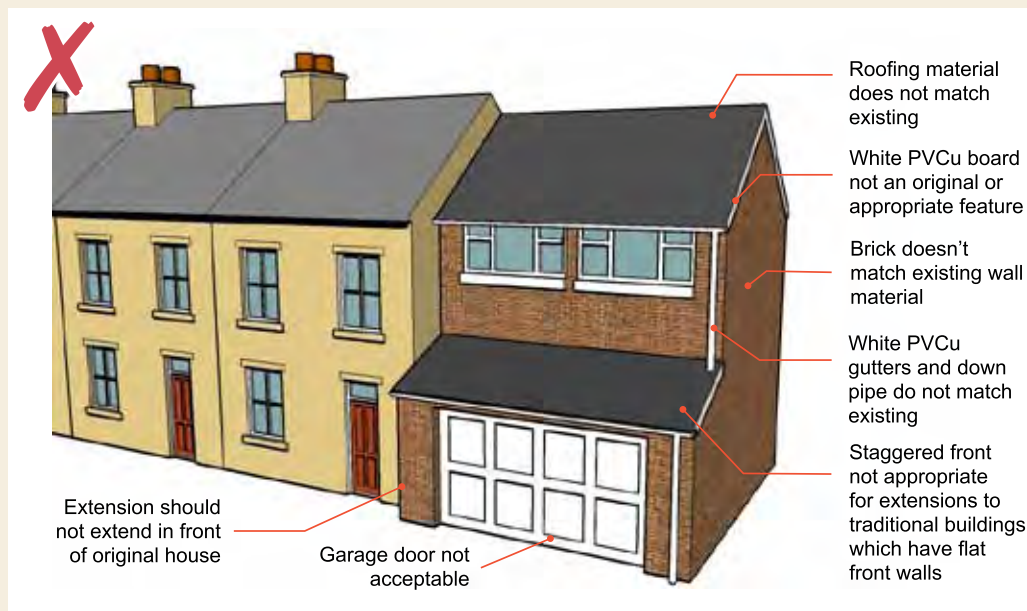


Figure 29: Poor extension to terraced house

Other Issues

Other guidance, particularly in relation to car parking (page 30), outdoor space and bin storage (page 33), trees and protected species (page 34) may also be relevant. For guidance on renewable and sustainable energy technologies for house extensions, please refer to the Sustainable Design Guide SPD.

3. Extensions to the Rear of Dwellings

Rear extensions will not normally have a major impact on the quality of the streetscene. Nevertheless, it is still important to achieve a good standard of design. In particular, attention must be paid to the impact that an extension would have on neighbours due to loss of privacy, over-domination and loss of natural daylight. Refer to Design

Principles 2 and 3 for further guidance on these issues.

Below are two acceptable examples that meet the requirements of Design Principles 1, 2, 3, 4, 5, and 6.

Other Issues

Other guidance, particularly in relation to car parking (page 30), outdoor space and bin storage (page 33), trees and protected species (page 34) may also be relevant. For guidance on renewable and sustainable energy technologies for house extensions, please refer to the Sustainable Design Guide SPD.

Single Storey Extensions

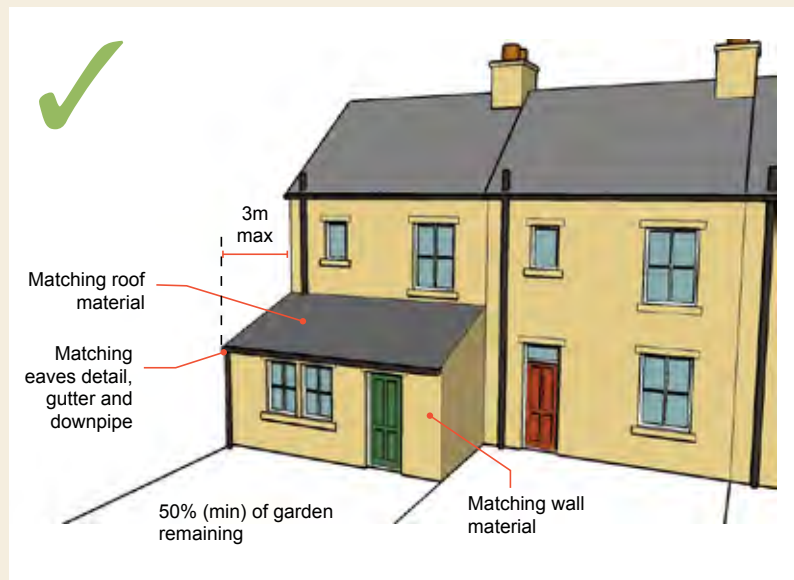


Figure 30: Acceptable single storey extension

Two Storey Extensions

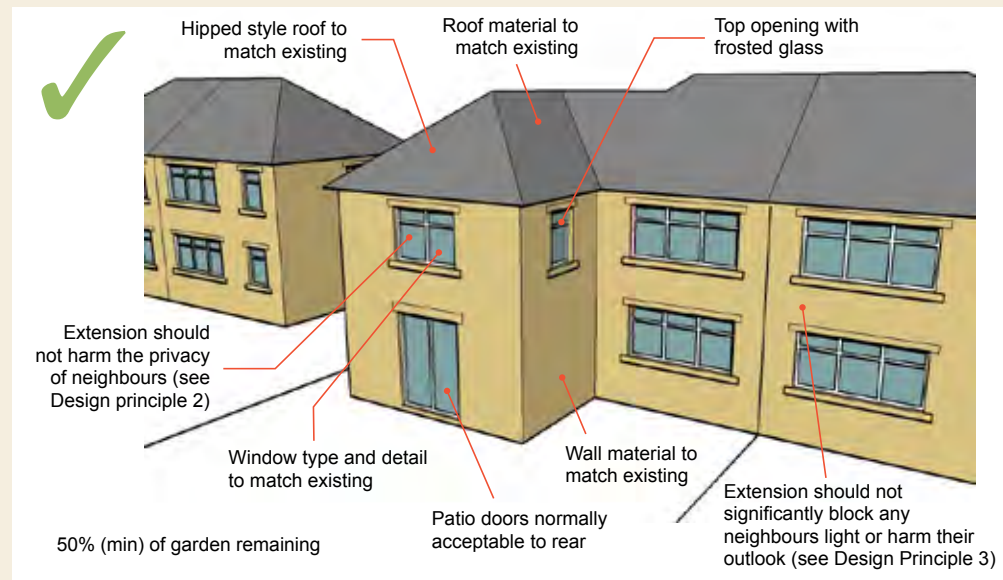


Figure 31: Acceptable two storey side and rear extension

4. Extending with Your Neighbour

Neighbours can combine extensions to provide mutual benefits. The main advantage is that you might both be able to build a larger extension than would otherwise be permitted. Other advantages include the opportunity to create a new purpose built party wall (instead of two external walls abutting each other) and reduced building costs.

When joint extensions are approved, the Council will take steps to ensure that both parts are built at the same time.

Below are two examples which meet with the requirements of Design Principles 1, 2, 3, 4, 5 and 6.

Other Issues

Other guidance, particularly in relation to outdoor space and bin storage (page 33), trees and protected species (page 34) may also be relevant.

N.B. It is imperative that this type of development is submitted within one 'joint' planning application. For guidance on renewable and sustainable energy technologies for house extensions, please refer to the Sustainable Design Guide SPD.

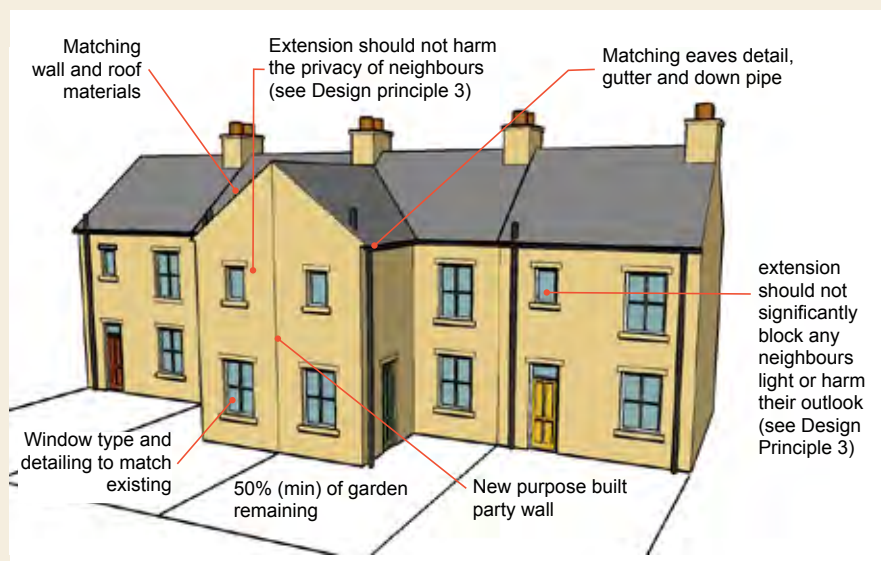


Figure 32: Acceptable two storey side and rear extension

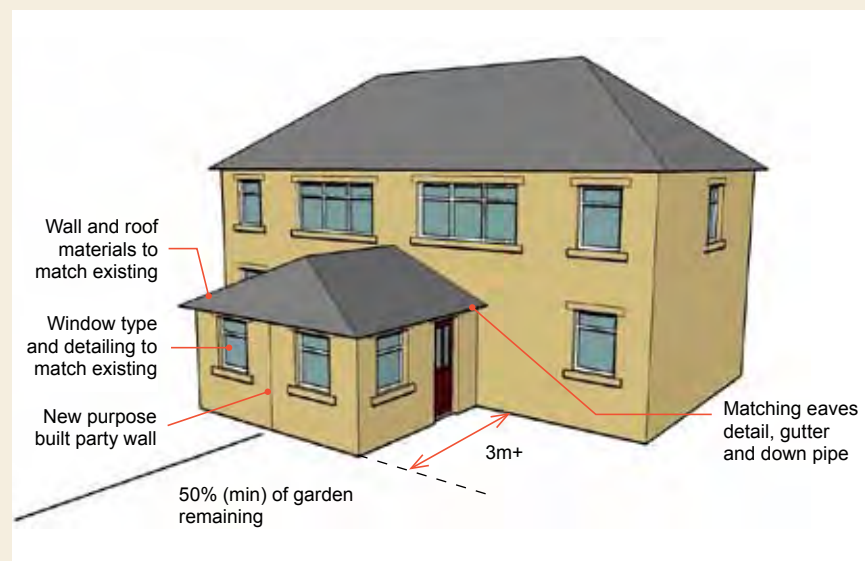


Figure 33: Acceptable single storey extension

5. Conservatories

Position and Materials

Conservatories should be located to the rear of a house or in a non-prominent position to the side. Rarely will conservatories be acceptable to the front of a house.

If a conservatory has a dwarf wall/ plinth this should normally match the walling material of the original house, unless a more contemporary approach is proposed. Wood or powder coated aluminium frames are preferred to PVCu.

Traditional Buildings

Standard 'off the peg' conservatories are not normally appropriate for buildings of traditional character. This is particularly the case where:

- The building is Listed
- The building falls within a Conservation Area and the conservatory would be visible from the street
- The building was not originally designed for residential use, for example a barn or mill conversion
- The building is prominent within the Green Belt

In these cases, conservatories will need to be of the highest quality. In many cases, the addition of a permanent extension or sun room may be a better alternative. Sometimes the extension of Listed Buildings, barns or buildings located within the Green Belt will be unacceptable in principal.

Impact on Neighbours

As with a normal extension to the rear of a house, attention must be paid to the impact that an extension would have on neighbours due to loss of privacy (Design Principle 2), over-domination (Design Principle 3) and loss of natural daylight (Design Principle 3). The illustrations below show good examples that meet the requirements of Design Principles 1, 2, 3, 4, 5, and 6.

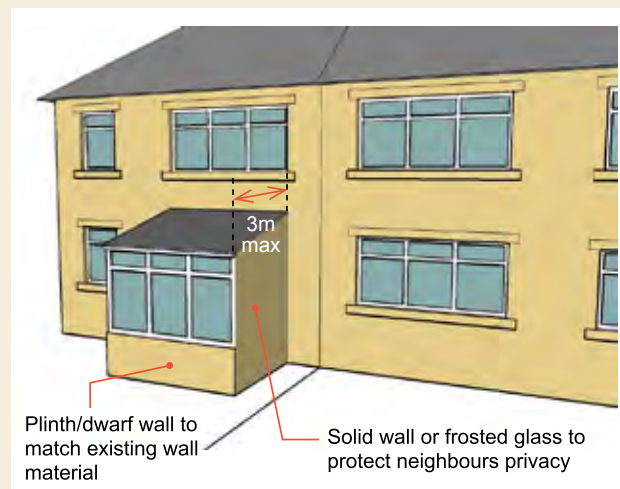


Figure 34: Acceptable conservatory



Figure 35: High quality orangery

Other Issues

Other guidance, particularly in relation to outdoor space and bin storage (page 33), trees and protected species (page 34) may also be relevant. For guidance on renewable and sustainable energy technologies for house extensions, please refer to the Sustainable Design Guide SPD.

6. Dormer Windows and Roof Extensions

The roofline of a building is one of its most important features and it is vital that any roof extensions or alterations are carefully considered. In the past, the introduction of many large and inappropriate box style dormers has damaged the character and appearance of many neighbourhoods.

There are two basic types of dormer window: the pitched roof dormer and the flat roofed dormer. Traditionally pitched dormers are not as wide as flat roofed dormers and their small size means they are only suitable where the existing roof space provides enough head room. However, flat roofed dormers are normally designed to extend the plane of a roof and provide additional roof space to make loft conversion worthwhile.



Figure 37: Unacceptable - original dormers should not be replaced by box type dormer windows

The Repair and Replacement of Original Dormer Windows

Where any building has original dormer windows it is preferable to maintain and repair these windows whenever possible. Should original dormer windows need to be replaced the proposed materials, details and features should closely match the originals. This is essential if a building is Listed, falls within a Conservation Area or if the dormer windows are to the principal elevation of any building.

Acceptability of New Dormer Windows

Listed Buildings

Proposals to introduce new dormer windows to any elevation of a Listed Building are unlikely to be acceptable. Sometimes conservation type rooflights may be an acceptable alternative.

If a Listed Building has non-original dormer windows it may be desirable that these are removed when the opportunity arises. The Council is unlikely to grant planning permission or Listed Building Consent to replace inappropriate dormer windows.

Conservation Areas

Front Elevations

The Council will normally allow well designed pitched roof dormers to the front elevation of properties



Figure 38: An example of older (pre 1860) vernacular properties which do not suit dormer windows

within Conservation Areas, to the maximum width of 1.5 metres. The Council may allow two very well designed pitched roof dormers to the front elevation if it does not significantly harm the character of the dwelling and the Conservation Area. For further advice and information on the design of house extensions and dormer windows to properties within a Conservation Area, please contact the Council's Design and Conservation team.

Rear Elevations

If a building falls within a Conservation Area and the secondary elevation is clearly visible from an important public vantage point, such as a park or

canal, the above guidance for front elevations applies.

In other cases, well designed dormer windows that accord with all the relevant design principles will normally be acceptable.

Buildings which are not Listed or within Conservation Areas

Front Elevations

The addition of new dormer windows to individually designed buildings will be considered on their own merits.



Figure 39: Unacceptable



Figure 40: Unacceptable

Rear Elevations

Dormer windows to the rear or secondary elevation of a house will not normally require Planning Permission, within certain limits. Nevertheless, it is recommended that the guidance below is followed.

The Design of Dormer Windows

When designing a dormer window you should start by looking at your street and wider area for good examples of existing dormer windows. If there are many within the street it might be desirable for new dormers to be of the same size, position with the roof and detailing. This might help the street to retain some kind of uniform appearance and minimise the visual disruption often caused by dormer windows.

Design Principle 1: Size, position and form

- To avoid appearing over dominant, box style dormer windows should be a maximum of 3 metres wide
- Traditional pitched dormers should be a maximum of 1.5 metres wide and aligned with window below
- In some cases, pitched dormers over 1.5 meters in width may be acceptable on modern properties
- Dormer windows should be positioned below the ridge, back from the front wall and away from a common boundary or outside wall
- Two smaller pitched roof dormer windows are often preferred to one large window, particularly in Conservation Areas and if they can be aligned with windows below

Design Principle 4: Materials

- The materials used for the sides of a dormer should match or be sympathetic to the original roofing material
- Wooden or PVCu cladding should be avoided, unless these materials are a feature of the original building
- When cladding is needed, it should be restricted to the sides of the dormer window only

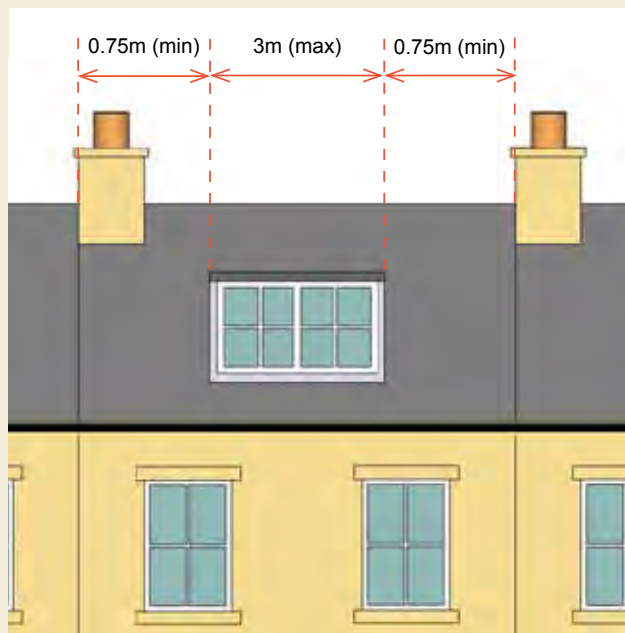


Figure 41: Acceptable box type dormer

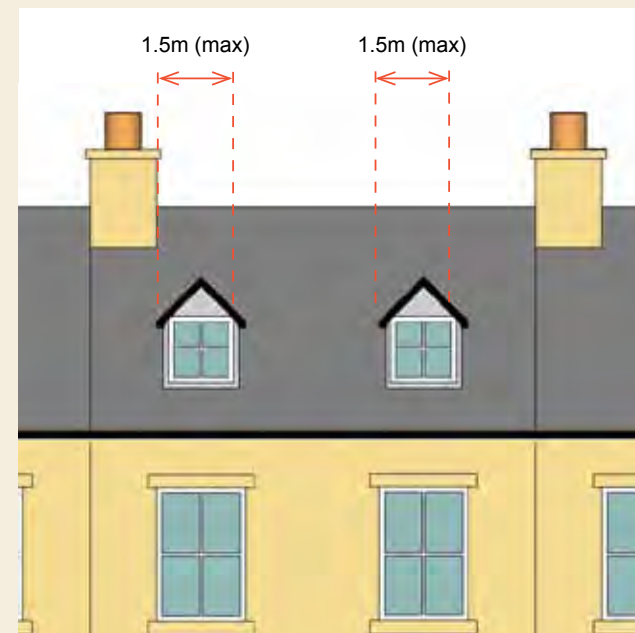


Figure 42: Acceptable traditional style dormer, aligned with windows below

Design Principle 5: Layout and proportions of windows

- New dormers should complement the window proportions and the window pattern of the original building
- Box type dormer windows can be divided with window frames to help retain the vertical emphasis of traditional buildings
- Whenever practicable, dormer windows should be aligned with the existing windows below, often this is easier to achieve with one or more smaller pitched roof dormer windows



Figure 43: The division of window can help retain vertical emphasis

Design Principle 6: Features and details

- If the dormer window is a replacement of an original, all features and details should be replicated
- On box type dormers, large white fascia boards should be avoided as they will increase the visual prominence of the structure – a matching colour to that of the existing roof should be used and smaller boards can reduce the visual impact
- White rainwater goods should be avoided



Figure 44: Unacceptable – above ridge, too large, poor materials, poor window details

Other Issues

Other guidance in relation to bats and other protected species (page 34) may also be relevant. For guidance on renewable and sustainable energy technologies for house extensions, please refer to the Sustainable Design Guide SPD.

7. Overcrowding

Overcrowding has been identified as a major issue within a number of neighbourhoods within the Bradford District. In an effort to contribute towards the overcoming of this issue, the Householder SPD will allow Planning Officers to take into account the specific issue of the overcrowding an applicant's current household maybe suffering from. This shall be done on a case by case basis and will be a material consideration in the determination of proposed house extension.

Overcrowding Material Consideration

In cases where overcrowding has been established through the submission of documented evidence by the applicant and through consultation with the Council's Housing Department, the Council will normally allow a larger than otherwise permitted extension under the Design Principles of the Householder SPD. This will only be permitted if the additional extra volume would alleviate the established overcrowding in the household, which an extension under the Design Principles of the SPD would not allow. The larger than otherwise permitted extension must also not have a significant detrimental impact upon the neighbouring properties occupants.

These larger extensions are still subject to Design Principles 1, 2, 3, 4, 5 in Section 2 and Design Principles 4, 5 and 6 in Section 6 of the Householder SPD. Any submission of documented evidence must be submitted with the planning application at the start of the process.

The Council is also in the process of organising Advice Clinics to offer information and advice to residents on the best ways to overcome overcrowding within their homes. Details of these Clinics will be made available on the Council website.

Disability and Restricted Mobility - House Extensions

People with limited mobility as a result of physical or mental disabilities often require a house extension to ensure they can continue living in their own home and thus avoid the often distressing need to move home or otherwise seek alternative accommodation. In those cases where a house extension of particular size or design conflicts with the Design Principles set out in this SPD but is necessary to meet the needs of a person of physical or mental disability, the Council will consider making an exception to those Principles, where there is not a suitable alternative solution.

It must be made clear when submitting the planning application that the proposal is for a person of restricted mobility to allow the case officer to take this into account.

8. Garages, Carports and Outbuildings

Design and Position of Garages and Outbuildings

A new garage or outbuilding may have as much impact on the overall appearance of a property as a normal extension. If a garage is attached to a house or occupies a prominent location, it should be treated the same way as a house extension. It will therefore need to satisfy Design Principles 1, 2, 3, 4, 5 and 6 as illustrated by figure 45. Garages are not normally acceptable to the front of a house.

Prefabricated Garages

Prefabricated garages are only acceptable where they are positioned behind a house or have a limited impact on the streetscene. Prefabricated units are unlikely to be acceptable if they have an impact on the setting of a Listed Building or the character of a Conservation Area.

Car Ports

Two storey extensions with a ground floor car port are unlikely to be acceptable. The relationship of the open sides with the solid walling of the first floor of the extension will be unbalanced and will normally be out of keeping with the character of the original house and the wider area. It is more appropriate for the ground floor to be designed as a conventional garage.

Impact Upon Neighbours

Garages and outbuildings should not have an



Figure 45: Acceptable



Figure 46: Unacceptable

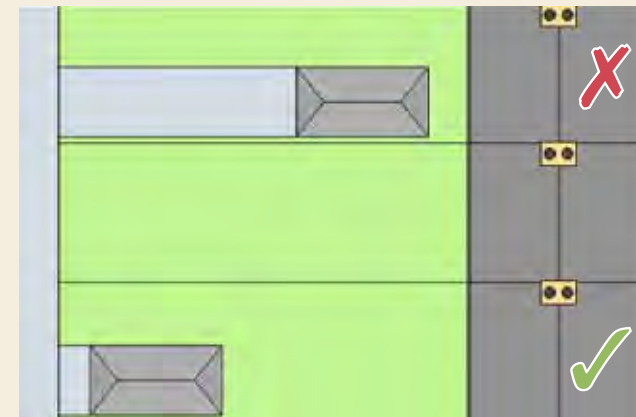


Figure 47: Position of garages

overbearing impact on any neighbour or significantly reduce the daylight reaching their habitable rooms or well used part of their garden.

If a garage is attached to a house its impact upon neighbours' will be assessed in the same way as a domestic extension. Where garages are detached and located alongside a property's boundary, they should be located well away from any neighbours habitable room windows.

Other Issues

Other guidance, particularly in relation to outdoor space and bin storage (page 33), trees and protected species (page 34) may also be relevant. For guidance on renewable and sustainable energy technologies for house extensions, please refer to the Sustainable Design Guide SPD.

9. Providing for Access, Parking and Hard Surfaces

Driveways and Garages

- Car parking spaces should be a minimum of 5 metres in length
- A minimum distance of 5.6 metres should be maintained between the garage doors and the back edge of the footpath. This will allow for the opening of garage doors without obstructing the footpath or highway
- Garages that are accessed from slow moving back streets should be set back far enough to prevent the doors obstructing the highway when open
- Gates should open inwards so that they do not obstruct footpaths and highways
- If a driveway or access track is co-existent with a public right of way, any change in surfacing must be approved by the Council's Rights of Way Team

Car Parking

- The loss of off-street car parking spaces should be avoided, particularly if an extension will add new bedrooms and parking on the street is difficult or dangerous
- The paving of front gardens and the parking of more than one car in front of a house is discouraged as this will often have a negative impact on the streetscene

New Accesses and Dropped Kerbs

The creation of a new vehicle access will not always require Planning Permission. However, technical approval is needed for the construction of all dropped kerbs. For further information, contact the Councils Highway Structures Section.

The Hard Surfacing of Gardens

The use of non-permeable hard surfaces for driveways or patios is discouraged if they drain into public sewers. In most cases, it will be possible to use either permeable hard surfaces or direct water run off from a non-permeable surface to a permeable surface within the grounds of the house. The use of permeable surfaces has many benefits over traditional hard surfaces, including:

- Slowing down the movement of water and reducing flood risk
- The removal of surface water pollutants at source through filtration into the ground
- Preventing the unnecessary treatment of water, the overwhelming of sewage treatment works and the pollution of streams and rivers

Where it is not possible to use a permeable hard surface and an alternative method of natural drainage cannot be used, a written justification will be required.

Further guidance is provided by 'Guidance on the permeable surfacing of front gardens' (2008) which is published by the Department for Communities and Local Government and the Environment Agency and is free to download from www.communities.gov.uk

Use of Gravel

Gravel surfaces are normally permeable. However, the Council discourages their use for driveways or footpaths for the following reasons:

- Disabled, elderly and young persons may find them difficult to use
- Stones can overspill onto the footpath and highway causing problems for pedestrians and cars
- Stones can sometimes create opportunities for anti-social behaviour and crime

Planning Permission

Planning Permission can be required for the creation of a new access and the hard surfacing of gardens. For further guidance refer to Step 1, page 7.

10. Decking, Terraces and Balconies

Decking and Terraces

Visual Impact and Design

Small areas of decking to the front of house will normally be acceptable if they do not dominate or form the front boundary of a property. However, the addition of large prominent structures to the front of a house will normally appear alien and at odds with the character of the streetscene. Rarely will such a contrast positively add richness and interest to the character of the area. For this reason, large areas of decking should normally be restricted to the rear a property.

Roof terraces should not damage the original form or overall design of a building. The visual impact of such proposals will be assessed on their own merits against the relevant Design Principles.

Neighbour Impact

Raised areas of decking or roof terraces should be avoided if they would directly overlook the private gardens or habitable room windows of a neighbour's property. Where it is not possible to protect the privacy of neighbours using screening or where the necessary height would over dominate their property or garden, it will be necessary to retain a minimum distance of 7 metres to any boundary with a neighbour's private garden and 17 metres to any habitable window.

Balconies that cut into the original roof will normally cause significant disruption to the form and overall appearance of a property. Their addition is unlikely to be acceptable to the front elevation of a property.

Neighbour Impact

Due to the height of most balconies, it will not normally be possible or desirable to protect the privacy of neighbours by screening the property boundaries. Where direct views would be created from a balcony, it is necessary to retain a minimum distance of 7 metres to any boundary with a private garden and a distance of 17 to any habitable window.

Planning Permission

Planning Permission can be required for new balconies, raised decking, terraces and verandas. For further guidance refer to Step 1, page 7.



Figure 48: Unacceptable to front of house in most cases

Balconies

Visual Impact

The insertion of balconies should not negatively disrupt the arrangement of windows, particularly if the elevation faces the street. Any opening required to create a balcony should be considered against Design Principle 5.

11. Boundary Walls, Fences, Gates and Hedges

Boundary treatments such as walls, fences, railings, gates and hedges can make a positive contribution to the character and quality of the street and can also provide security.

- Boundary treatments should normally match the height and type of properties on either side. This is particularly important if the uniform appearance of the street is a distinctive characteristic of the area
- In the interests of crime prevention, frontage boundary treatments should not normally obstruct views of a house from the street as this will prevent natural surveillance and provide opportunities for criminals

- In suburban areas, rear boundary treatments should be higher to increase privacy and prevent criminals from entering
- Boundary treatments should not have an overbearing impact upon or significantly reduce the daylight enjoyed by neighbours'
- If a site is adjacent to a public right of way, the location and type of any new boundary treatments must be approved by the Council's Rights of Way Team

Planning Permission

Planning Permission can be required for new walls, fences and gates. For further guidance refer to Step 1, page 7.



Figure 49: High quality consistent boundary



Figure 50: Poor quality and unacceptable addition to stone wall

12. Outdoor Space and Bin Storage

Once extensions, garages or outbuildings are constructed adequate amenity space should remain to allow for:

- Recreational purposes
- The storage of bins and recycling
- The drying of laundry

As a general rule, extensions which take up more than half of the useable garden area, either individually or when added to previous extensions, are unlikely to be acceptable. Previous extensions will include conservatories and garages but not greenhouses, garden sheds or bin storage areas.

In the case of terrace houses with very small rear yards, the Council are likely to make an exception where the existing yard is so small that it is of little practical use or where the extension being built is necessary to bring accommodation up to a modern standard. However, in all cases provision must be made within the site for the appropriate storage of waste and recycling bins.

Bins should not be stored to the front of a property if they are clearly visible from the street.



Figure 51: Bin store view from yard



Figure 52: Bin store view from street, hidden behind wall in non prominent position

13. Trees and Protected Species

Building works including the construction or demolition of house extensions, dormer windows and outbuildings may negatively impact upon trees, bats or wild birds that are protected by law.

Trees

The Council may require the retention of important trees. However, in some cases, it may be possible to agree to the replacement of lost or damaged trees.

Building works should not harm the roots of retained trees. The Council's Trees Team can provide advice regarding the protection of trees during construction.

Some trees are protected by Tree Preservation Orders. It is a serious criminal offence to carry out works to protected trees without consent. You should check that your trees are not protected by contacting the Council's Trees Team or looking on the Council's website.

In Conservation Areas, you must give the Council six weeks notice in writing if you wish to work on a tree with a stem diameter greater than 7.5cm at breast height. No work should be carried out within the 6 week period unless written permission is given by the Council. You should check to see if a tree is in a Conservation Area by contacting the Council's Trees Team or looking on the Council's website.

If a tree is located in the grounds of a property that was built or extended within the last five years, it

might be protected by a Planning Condition. Please contact the Tree's Team to enquire further.

Householder applications do not normally require a full tree survey. However, the position of all trees and their crown spreads must be drawn accurately on the site plan.

Bats

All British bats are European Protected Species and are protected by law¹. Most species will roost in domestic properties and trees, normally at heights above 3 metres; therefore, in most cases, single storey extensions are unlikely to have a significant impact upon bats. However, above this height, bats will utilise many parts of a building, including:

- Crevices and cracks in walls
- Under weather boarding or hanging tiles
- Above soffits and behind fascia boards
- Between window frames and wall brickwork
- In gaps behind cladding or wood
- Between and under-roofing felt and tiles
- Inside roof spaces and lofts
- Inside cavity walls
- Behind or inside burglar alarm boxes
- Holes and cavities or under peeling bark in old trees



Figure 53: Brown long-eared bat

PHOTOGRAPH COURTESY OF JOHN ALTRINGHAM

If the extension would result in any of the above features being removed or covered over, then bats may be harmed. Even if there is no sign of bats themselves, it should be noted that their roosts are also protected by law and that it is a serious criminal offence to disturb bats or destroy their roosts.

If it is suspected that bats are roosting in a building or in trees affected by a proposal then expert advice from a licensed consultant must be sought before submitting a planning application, as a licence from Natural England may be required to allow works to proceed.

In cases where the Council know or suspect bats/roosts are present, applicants will be asked to submit a full bat survey² before an application can be validated.

Wild Birds

All wild birds, their nests and their eggs are protected by law³. If it is suspected that wild birds are nesting in buildings, trees or other vegetation they should not be disturbed by building work during the nesting season (normally March – August).

Protected Habitats and Wildlife Corridors

Development should not harm or disrupt nationally or locally designated nature conservation sites, which are identified by the Council's Development Plan. If your property or land is adjacent to or within a nature conservation site the Council may require a study to be undertaken by a professional ecologist. Such a study will need to proposed measures to avoid or minimise damage to the designated site.

Most watercourses and their banks are important wildlife habitats. To prevent damage to the natural environment and reduce the risk of flooding new house extensions and outbuildings should not normally fall within 8 metres of the top of the bank of any water course.

¹ Certain plant and animal species including all British Bats are protected by The Wildlife and Countryside Act 1981(as amended). Bats are also protected by the Conservation (Natural Habitats, and c) Regulations 1994 and the Conservation of Habitats and Species Regulations 2010

² In accordance with the West Yorkshire Minimum Standards for Bat Surveys, available from www.ecology.wyjs.org.uk

³ Certain plants and animal species, including all British wild birds, are protected by the Wildlife and Countryside Act 1981 (as amended)

14. Extensions and Outbuildings within the Green Belt

The Size and Position of Extensions and Outbuildings

If a dwelling is within the Green Belt, extensions including garages and outbuildings, should not result in a disproportionate addition over and above the size of the dwelling as originally built or as existed on 1 July 1948. Where proposals result in an addition of over 30% of the original cubic volume, they are likely to be considered disproportionate.

When assessing extensions or outbuildings the Council will also consider the impact of the proposal on the openness and landscape character of the Green Belt and have regard to the Landscape Character Supplementary Planning Document. In every case, the siting of house extensions and outbuildings should seek to minimise their prominence and maintain the openness of the Green Belt.

Design within the Green Belt

Special attention will be paid to the design of extensions, outbuildings and garages to ensure that they do not detract from the character of the original building or the Green Belt.

The Extension of Gardens

The extension of gardens into farmland that is within the Green Belt is normally inappropriate as it results in progressive urbanisation. Such a change in use requires Planning Permission.



Figure 54

Annex A: Replacement Unitary Development Plan Policies

POLICY GB1

EXCEPT IN VERY SPECIAL CIRCUMSTANCES, PLANNING PERMISSION WILL NOT BE GIVEN WITHIN THE GREEN BELT AS DEFINED ON THE PROPOSALS MAPS FOR DEVELOPMENT FOR PURPOSES OTHER THAN

(1) AGRICULTURE AND FORESTRY, ESSENTIAL FACILITIES FOR OUTDOOR SPORT AND OUTDOOR RECREATION, CEMETERIES;

OR

(2) FOR OTHER USES OF LAND WHICH PRESERVE THE OPENNESS OF THE GREEN BELT AND WHICH DO NOT CONFLICT WITH THE PURPOSES OF INCLUDING LAND IN IT.

POLICY GB2

WITHIN THE GREEN BELT, NEW BUILDINGS WHICH MAY BE ACCEPTABLE IN PRINCIPLE SHOULD BE SITED SO THAT THEY RELATE CLOSELY TO EXISTING BUILDINGS, OR, WHERE THEIR FUNCTIONAL REQUIREMENTS DEMAND OTHERWISE, IN AN UNOBTRUSIVE POSITION WITHIN THE LANDSCAPE. WHERE APPROPRIATE, ADDITIONAL TREE PLANTING AND LANDSCAPING SHOULD BE INCLUDED TO FURTHER REDUCE THE IMPACT OF THE BUILDINGS.

POLICY BH4

THE ALTERATION, EXTENSION OR SUBSTANTIAL DEMOLITION OF LISTED BUILDINGS WILL ONLY BE PERMITTED IF IT CAN BE DEMONSTRATED THAT THE PROPOSAL: (1) WOULD NOT HAVE ANY ADVERSE EFFECT UPON THE SPECIAL ARCHITECTURAL OR

HISTORIC INTEREST OF THE BUILDING OR ITS SETTING. (2) IS APPROPRIATE IN TERMS OF DESIGN, SCALE, DETAILING AND MATERIALS. (3) WOULD MINIMISE THE LOSS OF HISTORIC FABRIC OF THE BUILDING

POLICY BH7

DEVELOPMENT WITHIN OR WHICH WOULD AFFECT THE SETTING OF CONSERVATION AREAS WILL BE EXPECTED TO BE OF THE HIGHEST STANDARDS OF DESIGN AND TO PRESERVE OR ENHANCE THE CHARACTER OR APPEARANCE OF THE CONSERVATION AREA.

POLICY UDP3

NEW DEVELOPMENT WILL NEED TO ENSURE THAT THE QUALITY OF THE BUILT AND NATURAL ENVIRONMENT IS MAINTAINED AND WHERE PRACTICAL IMPROVED. IN PARTICULAR DEVELOPMENT SHOULD:

- (1) PROMOTE SUSTAINABLE DESIGN AND ENSHRINE THE PRINCIPLES OF GOOD URBAN DESIGN
- (2) MAINTAIN OR ENHANCE HERITAGE ASSETS, ENVIRONMENTAL RESOURCES AND BIODIVERSITY
- (3) MAINTAIN OR ENHANCE THE CHARACTER OR QUALITY OF THE ENVIRONMENT

POLICY UR3

DEVELOPMENT WILL BE PERMITTED PROVIDED THAT IT DOES NOT HAVE AN ADVERSE EFFECT ON:

THE SURROUNDING ENVIRONMENT; OR
THE OCCUPANTS OF ADJOINING LAND.

POLICY TM12

IN DETERMINING PLANNING APPLICATIONS FOR RESIDENTIAL DEVELOPMENTS THE COUNCIL WILL REQUIRE PROVISION OF PARKING IN ACCORDANCE WITH THE COUNCIL'S ADOPTED STANDARDS, AS SET OUT IN APPENDIX C.

LOWER STANDARDS APPLY FOR DEVELOPMENTS OF AFFORDABLE HOUSING AND FOR UNITS LOCATED IN THE CITY AND TOWN CENTRES WITH VERY GOOD LEVELS OF PUBLIC TRANSPORT ACCESSIBILITY.

CAR FREE HOUSING DEVELOPMENTS WILL BE ENCOURAGED IN AREAS OF VERY GOOD PUBLIC TRANSPORT ACCESSIBILITY.

POLICY TM19A

IN DETERMINING PLANNING APPLICATIONS THE COUNCIL WILL CONSIDER THE POTENTIAL IMPACT ON TRAFFIC MANAGEMENT AND ROAD SAFETY AND WILL SEEK ANY CONSEQUENTIAL IMPROVEMENTS.

POLICY D1

ALL DEVELOPMENT PROPOSALS SHOULD MAKE A POSITIVE CONTRIBUTION TO THE ENVIRONMENT AND QUALITY OF LIFE THROUGH HIGH QUALITY DESIGN, LAYOUT AND LANDSCAPING. IN PARTICULAR THEY SHOULD:

- (1) BE WELL RELATED TO THE EXISTING CHARACTER OF THE LOCALITY IN TERMS OF DESIGN, SCALE, MASSING, HEIGHT AND MATERIALS;
- (2) PROVIDE A QUALITY SETTING FOR THE DEVELOPMENT;
- (3) RETAIN, AND WHERE APPROPRIATE ENHANCE,

IMPORTANT ECOLOGICAL AND LANDSCAPE FEATURES;

- (4) NOT INTRUDE ON TO PROMINENT SKYLINES;
- (5) RELATE TO EXISTING NATURAL AND BUILT FEATURES, LANDMARKS OR VIEWS THAT CONTRIBUTE TO THE AREA;
- (6) INCORPORATE ADEQUATE DESIGN ARRANGEMENTS FOR SERVICING, WASTE HANDLING, RECYCLING AND STORAGE;
- (7) ALLOW FOR FLEXIBILITY TO ADAPT TO MEET CHANGING NEEDS AND CIRCUMSTANCES AND PROVIDE FOR ACCESS FOR THOSE WITH PHYSICAL DISABILITIES;
- (8) NOT HARM THE AMENITY OF PROSPECTIVE OR EXISTING USERS AND RESIDENTS.
- (9) CONTEMPORARY DESIGN WHICH IS SYMPATHETIC OR COMPLEMENTARY TO ITS SETTING WILL BE WELCOMED.

POLICY GB5

PLANNING PERMISSION FOR THE EXTENSION AND/ OR ALTERATION OF DWELLINGS WITHIN THE GREEN BELT WILL NOT BE GRANTED UNLESS THE PROPOSAL SATISFIES ALL OF THE FOLLOWING CRITERIA:

- (1) IT DOES NOT ADVERSELY AFFECT THE CHARACTER OF THE GREEN BELT;
- (2) IT DOES NOT ADVERSELY AFFECT THE CHARACTER OF THE ORIGINAL DWELLING AND ANY ADJACENT BUILDINGS;
- (3) IT DOES NOT RESULT IN DISPROPORTIONATE ADDITIONS OVER AND ABOVE THE SIZE OF THE DWELLING AS ORIGINALLY BUILT.

POLICY NE4

THE COUNCIL WILL SEEK TO PRESERVE AND ENHANCE THE CONTRIBUTION THAT TREES AND AREAS OF WOODLAND COVER MAKE TO THE

LANDSCAPE CHARACTER OF THE DISTRICT, (INCLUDING THE AMENITY VALUE OF TREES IN BUILT UP AREAS). IN PARTICULAR THE COUNCIL WILL:

- (1) REFUSE DEVELOPMENT PROPOSALS WHICH WOULD RESULT IN THE LOSS OF TREES OR AREAS OF WOODLAND COVER WHICH CONTRIBUTE TO:
 - (a) THE CHARACTER OF THE LANDSCAPE;
 - (b) THE CHARACTER OF A SETTLEMENT OR ITS SETTING;
 - (c) THE AMENITY OF THE BUILT UP AREA,
 - (d) VALUABLE WILDLIFE HABITATS OR
 - (e) THE ANCIENT WOODLANDS OF THE DISTRICT.
- (2) THE COUNCIL WILL CONTINUE TO MAKE TREE PRESERVATION ORDERS WHERE NECESSARY, ESPECIALLY WITHIN AND ADJACENT TO DEVELOPMENT, IN ORDER TO PROTECT TREES AND WOODLAND AREAS WHICH CONTRIBUTE TO LOCAL AMENITY OR LOCAL LANDSCAPE CHARACTER. THE COUNCIL WILL RIGOROUSLY ENFORCE SUCH ORDERS.
- (3) THE COUNCIL WILL REQUIRE DEVELOPERS TO CONTRIBUTE TO WOODLAND COVER IN APPROPRIATE LOCATIONS AS PART OF THEIR DEVELOPMENT PROPOSALS;

POLICY NE5

ON DEVELOPMENT SITES THE COUNCIL WILL REQUIRE THE RETENTION OF THOSE TREES WHICH ARE HEALTHY AND WHICH HAVE OR WOULD HAVE A CLEAR PUBLIC AMENITY BENEFIT. THE COUNCIL WILL REQUIRE THE PROTECTION DURING CONSTRUCTION OF TREES TO BE RETAINED AND, WHERE APPROPRIATE, REPLACEMENT TREE PLANTING FOR TREES LOST OR DAMAGED DURING CONSTRUCTION.

POLICY NE6 IN ORDER TO ENSURE SATISFACTORY TREE MANAGEMENT AND PLANTING ON DEVELOPMENT SITES, DURING CONSTRUCTION, THE COUNCIL WILL REQUIRE PROTECTION MEASURES WHICH MEET THE MINIMUM STANDARDS AS SET OUT IN BS5837: 1991 GUIDE FOR TREES IN RELATION TO CONSTRUCTION (OR ITS SUCCESSOR).

POLICY NE10

DEVELOPMENT PROPOSALS SHOULD ENSURE THAT IMPORTANT:-

LANDSCAPE
ECOLOGICAL
GEOLOGICAL FEATURES, or
WILDLIFE HABITATS ACCOMMODATING
PROTECTED SPECIES ARE PROTECTED.

THE COUNCIL WILL ENSURE THAT THE REQUIREMENTS OF THIS POLICY ARE SATISFIED THROUGH THE USE OF CONDITIONS AND/OR PLANNING OBLIGATIONS.

PLANNING PERMISSION WILL NOT BE GRANTED FOR DEVELOPMENT WHICH WOULD HAVE AN ADVERSE IMPACT ON BADGERS OR SPECIES PROTECTED BY SCHEDULES 1, 5 OR 8 OF THE WILDLIFE AND COUNTRYSIDE ACT 1981, AS AMENDED OR EUROPEAN BIRDS AND HABITAT DIRECTIVES

POLICY NR16

DEVELOPMENT PROPOSALS, WHICH ADD TO THE RISK OF FLOODING OR OTHER ENVIRONMENTAL DAMAGE, AS A RESULT OF SURFACE WATER RUN-OFF WILL NOT BE PERMITTED UNLESS EFFECTIVE CONTROL MEASURES ARE PROVIDED. DEVELOPMENT PROPOSALS WILL BE REQUIRED TO INCORPORATE SUSTAINABLE DRAINAGE SYSTEMS, WHICH CONTROL SURFACE WATER RUN-OFF, AS CLOSE TO SOURCE AS POSSIBLE, WHEREVER PRACTICABLE.

Useful Resources

Council Publications

The Replacement Unitary Development Plan for the Bradford District (adopted October 2005)

Available in Planning Receptions and online at: www.bradford.gov.uk/udp

Sustainable Design Guide, Supplementary Planning Document (adopted February 2006)

Available in Planning Receptions and online at: www.bradford.gov.uk/sdg

Planning for Crime Prevention, Supplementary Planning Document (adopted June 2007)

Available in Planning Receptions and online at: www.bradford.gov.uk/planningforcrimeprevention

Landscape Character, Supplementary Planning Document (adopted October 2008)

Available in Planning Receptions and online at: www.bradford.gov.uk/planning

A Homeowners Guide to Preserving and Enhancing the Character of Your Conservation Area, Good Practice Guidance (May 2007)

Available in Planning Receptions and online at: www.bradford.gov.uk/repairs

Planning Advice Notes

Planning Advice Note 1: What is Planning?

Planning Advice Note 2: The Planning Service in the Bradford District

Planning Advice Note 3: How Do I Get Advice About the Planning Process?

Planning Advice Note 4: Do I Need Planning Permission

Planning Advice Note 5: Pre-Application Advice

Planning Advice Note 6: How to Apply for Planning Permission

Planning Advice Note 7: What Happens to My Application

Planning Advice Note 8: The Decision Making Process

Planning Advice Note 9: How to Comment on a Planning Application

Planning Advice Note 10: Public Speaking at Area

Planning Panels/Regulatory and Appeals Committee

Available in Planning Receptions and online at: www.bradford.gov.uk/planningforms

Other Publications

CABE (2006), Design and access statements: How to write, read and use them

Available online at: www.cabe.org.uk

Department for Communities and Local Government (2006), The Party Wall etc. Act 1996: Explanatory Booklet

Available online at: www.communitis.gov.uk

Department for Communities and Local Government and Environment Agency (2008), Guidance on the Permeable Surfacing of front gardens

Available online at: www.communities.gov.uk

Online Resources

The Planning Portal:
www.planningportal.gov.uk

The Planning Portal is the Government's online planning and building regulations resource for England and Wales. Use this site to learn about planning and building regulations, apply for planning permission, find out about development near you, appeal against a decision and research government policy.

Public Access:

www.bradford.gov.uk/planning

Public Access for Planning is an online service that allows you to view details of Planning Applications received by the Authority. You can:

- View details of current and historic applications
- Monitor the progress of a current application
- Download associated scanned documents for free (for applications submitted after 1st January 1997)
- Download copies of Decision Notices for free (for applications submitted after 1st January 1997)
- Make comments on an application
- Search a list of applications validated or decided each week
- View details of current appeals and any decisions made
- View property details by reference to a map

Useful Contact Details

Development Management

Development Management process all of the District's applications for Planning and Listed Building Consent.

Telephone: 01274 434605

Email: planning.bradford@bradford.gov.uk

Internet: www.bradford.gov.uk/planningapplications

Design and Conservation Team

The Design and Conservation Team advises on matters relating to Listed Buildings and Conservation Areas.

Telephone: 01274 433952

Email: conservation@bradford.gov.uk

Internet: www.bradford.gov.uk/conservation

Trees Section

The trees section process applications for works to protected trees and provide advice on general issues relating to trees.

Telephone: (01274) 434297

Email: trees@bradford.gov.uk

Internet: www.bradford.gov.uk/trees

Rights of Way Team

The Rights of Way Team can answer questions about public rights of way and provide advice on the procedure for diverting footpaths and bridleways.

Telephone: 01274 432666

Email: rightsofway@bradford.gov.uk

Internet: www.bradford.gov.uk/rightsofway

Biodiversity

For information about wildlife that may be affected by proposed works.

Telephone: 01274 432425

Building Control

Building Control process applications for Building Regulations Consent and provide advice on issues relating to the safety, structure and performance of buildings.

Telephone: (01274) 433807

Email: buildingcontrol@bradford.gov.uk

Internet: www.bradford.gov.uk/buildingcontrol

Occupational Therapy Section

If you need to extend or adapt your home because you have a physical or sensory disability, you should contact the Occupational Therapy Section for specialist advice.

Telephone: 01274 435252



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