

Designing the Public Realm

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Where appropriate, the following symbols are used :

- ✓ Practice or Example generally acceptable
- Aspects of Practice or Example may be acceptable in specific circumstances
- ✗ Practice or Example not recommended

1 Background

1.1 The way in which a new development is perceived by occupants and those passing through can be influenced by many elements. These range from the character of individual buildings and the way in which they are grouped to the public spaces which link them.

1.2 The public realm includes the street, the footpath, cycleway, alleyway, formal and informal spaces, squares, parks, public gardens and play areas. It also includes the interfaces between the frontage of development and the way in which it addresses the street/space - the front gardens and their means of enclosure, the windows and doors, the space between the street and the entrance to the shop or commercial building and the network of routes connecting them.

1.3 It can also include civic spaces (civic and market squares), other hard surfaced areas designed for pedestrians including carparks to commercial premises (but note carparks are limited in their use to when the premises are trading becoming more private than public), cemeteries and churchyards; allotments, natural and semi-natural spaces; accessible countryside in urban fringe areas, and outdoor sports facilities.

1.4 Good design seeks to ensure that a place functions well from the outset and in the future. If well designed and appropriately detailed, these spaces can promote a positive image, a sense of identity and character, ensure distinctiveness, stimulate a sense of security and pride of place as well as adding to the value of residential developments.

1.5 If not well designed and integrated with a development, poorly defined places will be created with a negative image. These spaces often lack identity, and are often relegated to the Space Left Over after Planning (SLOPS).

1.6 The public realm can change constantly - from one season to the next and over time. The way a place is managed and maintained can have a great impact on how a place and spaces look and feel. Well-designed spaces also need to be well-managed. The following paragraphs provide guidance on the requirements for the delivery of, or improvement of existing space, including the use of materials, planting, street furniture and public art.

1.7 Within existing developments and urban areas, the redesign and enhancement of existing spaces can act as a catalyst for improving the quality of an area.

1.8 Guidance and advice contained in Sections 3, 7, and 9 should also be referred to in terms of the role of landscaping and the integration of spaces within developments.

Fig 1.1



Fig 1.1 Cemeteries - an often forgotten public amenity space offering tranquility and a wildlife haven

Fig 1.2



Fig 1.2 Space left over after planning adds little to the quality of this residential environment

Fig 1.3



Fig 1.3 A village green caters for formal and informal recreation as well as forming the heart of the settlement

Fig 1.4



Fig 1.4 Footpaths between buildings and gardens are often a forgotten part of the public realm

2 Public amenity and recreational space

"Public open space is potentially one of the community's greatest assets. The best spaces are those which not only cater for play, exercise and relaxation, but which also provide an area with a sense of identity and community" By Design – Better places to live. A companion guide to PPG3. DTLR and Cabe 2001

2.1 New developments should ensure that sufficient public amenity and recreation space is provided within a residential scheme. As well as providing opportunities for recreation and leisure, such spaces can contribute to the aesthetic quality of the identity and character of the place to be created.

2.2 Well-planned and well-managed public space has a positive impact on the appearance of the area and its value. The quality of the neighbourhood will be partly determined by the quality of its public spaces, squares and parks. The quality of open spaces, in conjunction with the buildings enclosing them, shared gardens, off street parking facilities and driveways, are just as important.

2.3 A home should be more than a building lost in a sea of tarmac or meaningless grass. Equally, a new commercial or industrial building should not be surrounded by similar meaningless spaces.

2.4 Provision should, therefore, be made within a new residential development for an appropriate open space and recreation provision of a type and scale to suit the development. Where provision cannot be met on site, consideration may be given to off-site solutions such as the improvement of existing nearby facilities or the provision of new facilities that can benefit the wider community.

2.5 Recreational areas for all ages of children and teenage groups should be considered as part of the general amenity areas. These should incorporate a range of equipment suitable for toddlers and under fives. They may be incidental features within community areas or formal provision in designated larger play areas and 'kickabouts'.

2.6 All surfaces may be used for play - not just those associated with equipment. Consideration regarding the need to encourage or discourage specific types of play, as appropriate, will need to be incorporated in the design and specification.

2.7 The design of public amenity and recreation areas should:

- Consider local microclimate including, for instance, warm spots, cold pockets, solar path, wind direction, exposure
- Be appropriate to the local context, linking other green spaces visually and physically for pedestrians, cyclists and wildlife
- Be sited to ensure good and safe footpath links and easy walking distances, for example, to childrens play areas
- Contribute to the built form by creating a 'sense of place', reinforcing or creating views and vistas, providing a setting for adjacent buildings
- Cater for a wide range of different needs, from passive relaxation to active recreation, by providing multifunctional spaces/places to stop, pause, sit, engage with others, exercise and play with children
- Avoid creating noise nuisance for nearby residents without compromising natural surveillance and overlooking
- Be sustainable and capable of adaptation in accordance with time and fashion
- Be located to ensure ease of access for all users
- Be in accord with 'Secured by Design' guidelines, ensuring good natural surveillance from a number of dwellings without causing disturbance to the adjoining properties
- Be clearly segregated from parking areas unless adopting 'full' Home Zone principles
- Be developed in close consultation with the community and other interested bodies to encourage a sense of ownership

Fig 2.1



Fig 2.1 Well designed space integrated from the outset adds to the quality of the overall residential environment for any development

2.8 Formal play areas should :

- Create varied and challenging environments for a wide range of ages and abilities
- Include educational play equipment
- Be safe for the age and ability range of children using it (safe surfaces must be provided. Coloured rubber or wet pour surfaces can be used to increase the visual stimulus of the play area, although care needs to be taken to avoid the use of inappropriate colours which could detract from the setting
- Be vandal and graffiti resistant without play equipment becoming sterile, bland and monolithic as a result
- Be suitably lit to enhance informal supervision and ensure safe evening access, taking care to avoid light pollution
- Locate exits to prevent children running directly into roads
- Make use of 'dog grids' and/or self-closing gates (subject to the age group for which the play area is designed) to ensure the area is dog free
- Have enclosures that are strong enough to withstand climbing
- Designed to ensure that new planting does not become a screen for undesirable behaviour
- Accommodate planting that is capable of withstanding the "wear and tear" of children's play activities and provide appropriate levels of shade and shelter

2.9 It is important to consider management and maintenance issues for the public realm and whether a regime can be sustained. Wealden District Council may not be in a position to take on the management and maintenance of open space, whether it is in the form of parks, play areas or planting strips, without financial contributions secured through a Section 106 Planning Agreement.

2.10 Designs should therefore be realistic and ensure a management strategy is put in place to safeguard the future long term quality of the space, changes over time and maintenance costs.

2.11 The Council will expect the layout plans submitted with planning applications to clearly indicate the location of amenity space and recreational areas in relation to any development. Plans should be of a suitable scale and must incorporate sufficient information to enable the Council to determine including :

- The suitability of the overall design concept and content
- Protection measures to existing vegetation as may be necessary, including land and tree surveys
- Specific commuted maintenance sum calculations

Fig 2.2



Fig 2.2 A piece of childrens' play equipment once a common (if inappropriate) sight, particularly in rural pub gardens

Fig 2.3



Fig 2.3 Formal play provided in an informal manner and setting

Fig 2.4



Fig 2.4 An area of play providing for a mix of age groups

3 Hard landscape design

3.1 The choice of materials will depend on the assigned or designated uses and function of various areas and spaces within a development. Not only will 'formal' and 'informal' use necessitate different approaches to the design of their hard landscaping, but future management and maintenance needs to be considered from the outset.

3.2 Other considerations will include the likely environmental impact of using certain materials and the need to respond to the character and quality of local landscapes and built form. Ideally, development proposals should generally seek to :

- Create durable, and generally low maintenance, landscapes and spaces
- Use high-quality materials that reflect local townscapes and landscapes
- Use locally-sourced sustainable materials to reduce their carbon footprint
- Maximise the use of 'appropriate' recycled material in order to reduce the impacts on other landscapes wherever practicable
- Use design and the choice of materials the choice of materials to help integrate new and existing development
- Use detailing and/or a change in surface treatment to fully exploit and articulate the design including change of function, for instance, shared surfaces
- Avoid over-complicated design solutions and wide palettes of materials
- Provide for sustainable drainage by minimising the extent of hard surfaces
- Ensure full accessibility for wheelchair users, pushchairs, the less able and the blind

3.3 Given the recent increase in flooding instances, due consideration must be given to the possible implications for the proposed design and construction of any new development on any local drainage systems, both natural (such as streams and rivers) or man-made (such as sewers and balancing ponds). It is important to emphasise that heavy rainwater runoff from extensive areas of paving using impermeable materials could lead to flooding as effectively as a watercourse breaking its banks.

3.4 In this context, the increasing number of instances where front gardens are being paved over to create hardstandings for vehicles is potentially adding to the pressures on surface water drainage networks. This issue was addressed through revisions to Permitted Development rights introduced in October 2008.

3.5 Locating hard surfaces and other specialist engineering operations in the proximity of trees (whether retained or newly planted) must only be considered as a last resort. The compaction, excavation or piling of soil can damage roots and prevent them from obtaining the moisture, oxygen and nutrients essential for life. Appropriately designed solutions require specialist arboricultural and engineering input with professionals working in close collaboration to ensure long-term sustainable solutions for both the trees and the engineering.

Fig 3.1



Fig 3.1 The lack of a comprehensive, integrated landscaping scheme results in bleak, characterless carparks

Fig 3.2



Fig 3.2 Traditional 'estate' railings together with planting can be employed successfully in modern developments

Fig 3.3



Fig 3.4 The loss of front gardens to hard-standing is often unattractive and could contribute to drainage problems

4 Paving and hard surfacing

4.1 Traditionally, differing surfacing materials were used within an area to reflect and emphasise changes in use, status, function, or level.

4.2 Historically, the range of materials used for such purposes in the District's towns and villages was influenced by local availability. Such a sustainable approach contributed significantly to the individual character and 'sense of place' of these settlements.

4.3 Unfortunately, over time, practical and economic factors have led to a steady erosion of this aspect of local character. In recent years, Highway Authorities have tended to substitute 'standard' materials and street furniture which they considered to be easier to maintain.

4.4 The drive for economy, largely associated with the increasing demands of the vehicle, has led to a general 'sameness' in many of Wealden's towns and villages. More recently, there has also been an increasing tendency for 'urban' elements, such as kerbing, to appear in predominantly rural settings.

4.5 The dominance of the vehicle is perhaps most clearly demonstrated by the abundance of tarmac with its associated markings, signage and barriers. This engineering response is more often than not at the cost of local distinctiveness.

4.6 Such erosion of character is likely to be made worse because of concerns about the potential for traditional brick-paviors to become displaced and thereby contribute to 'trip hazards', possibly leading to compensation claims.

4.7 Many such surface treatments are therefore being replaced with more easily maintained tarmac modular concrete paving slab, 'impressed' paving and/or concrete paviors.

4.7 Similarly, stone, granite and brick-on-edge kerbing, originally used to define the limits of a pavement or footway, have tended to suffer replacement by 'standard' concrete edging. Unfortunately replacement work may not be the subject of consultation with the Council. This may result in lack of awareness of what may prove to be significant changes until lost. Lack of dialogue may limit opportunities for maintaining/ reinstating 'traditional' materials through additional funding from local Councils, Communities or secured through S106 Planning Agreement contributions.

Fig 4.1



Fig 4.1 Traditional paving should be retained wherever practicable

Fig 4.2



Fig 4.2 A simple but effective use of paviors and paving slabs

Fig 4.3



Fig 4.3 Traditional headgerows can provide structure and shape

Fig 4.4



Fig 4.4 Even estates from the 1970's sought to provide distinction between uses

4.8 There is a wide variety of surfacing materials and treatments available, each having its own advantages and shortcomings. Whilst the final choice of materials must be 'fit for purpose', its initial cost and likely maintenance implications should not be the only considerations.

4.9 It is essential that visual quality, sustainability and appropriateness should also be factored into the decision, weighted according to the intended location. This is of particular relevance where the works will be associated with existing surfacing and areas of local and/or traditional character.

4.10 Tarmac is generally cheap and easily maintained and is the surface most associated with vehicular usage. Unfortunately, tarmac is used widely and can result in areas having a 'sterile' character, lacking in human scale and interest. In contrast, the use of good quality, traditional materials often communicates a sense of local pride and 'difference', adding to the overall sense of place.

4.11 Logically, the choice of surface treatments should relate directly, not only to the nature of the traffic using it – vehicular/cycle/pedestrian, fast/slow – but also to the message which it is seeking to communicate to the wider public about the area itself.

Fig 4.6



Fig 4.6 Modern surfacing matwerials may be low maintenance but rarely enhance their environment and often discolour

Fig 4.7



Fig 4.7 Utility Companies often fail to properly reinstate traditional materials and finishes, eroding character

Fig 4.5



Fig 4.5 A hard landscaping scheme doubles up as seating and planters

Fig 4.8

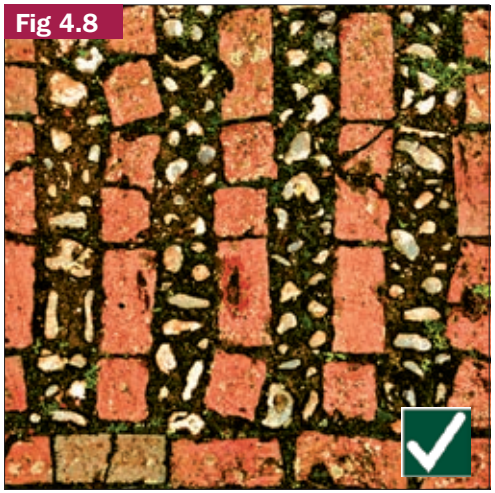


Fig 4.7 Traditional materials are characterful, and normally more permeable than modern materials

Fig 4.9



Fig 4.9 Materials can be reinstated with skill and use of appropriate detailing

4.12 The practice of using different materials to surface informal crossings and street intersections, can emphasize pedestrian priority and use. Changes of surface can help to direct the main flows of pedestrian and cycle traffic. Human nature and likely 'desire lines' need to be recognised and appropriately addressed as a fundamental issue in any development design of a significant size.

4.13 Patterning may be used in paving to create design links between larger elements or buildings in the landscape. Such detailing may emphasize public art, views, planting patterns or other objects in the landscape. Paving may also be used to bring unity to a group of buildings. This will be particularly important where new buildings are to be integrated into an established village or town.

4.14 The demarcation of on-street parking spaces will be dependent on the formality of the place to be created, its character and identity. Over-demarcation can detract from the appearance of the street surface and result in in visual clutter created by utilities and services . Simple treatments, including subtle changes in materials such as the use of granite setts or brick paviors to mark the corners of spaces, can avoid the need for extensive lining.

Fig 4.10



Fig 4.10 An example of unsympathetic marking out of a parking bay

5 Soft landscaping

5.1 There are many factors affecting the choice of species for a landscape scheme. However, landscape design needs to be properly integrated into the overall design process for the whole development scheme at the earliest stage. The choice of plant species and varieties will then become apparent to the design team's landscape professional as the layout and design evolves.

5.2 Grass is often the cheapest landscape surface to install although the disadvantage is that it requires regular maintenance. The uses to which areas of grass may be put are determined by many factors including the slope of the area and the maintenance regime. Grassed areas can be important as a source of colour, variety and biodiversity if carefully managed.

5.3 The public appreciation of 'messy' but colourful and diverse wildflowers is however, an important factor when considering the design and management of wildflower grasslands. Wildflower meadows are lively and interesting places that support a wealth of grasses, flowers, insects and birds. Close-mown grass can appear monotonous and dull when compared with such wildflower grasslands. The appreciation of such grasslands can be improved through the introduction of mown paths following existing 'desire lines', adding to the character of a development/area.

5.4 The choice of plant species and varieties for a landscape scheme is an integral part of the landscape design process. It needs to be addressed at an early stage by the team's landscape architect or (on smaller schemes) horticulturist.

Fig 5.1



Fig 5.1 Grass has been used effectively in this traditional village 'green'

5.5 The choice of plants should normally be informed by the landscape quality of both the site itself and its setting. In rural districts such as Wealden, new/replacement planting should be of predominantly native species, ideally grown from seed of local provenance. This is especially important where dealing with wildlife habitat creation schemes such as woodland planting, river restoration and grassland re-seeding which can make positive contributions to the 'quality' of the public realm and their integration with the existing landscape characteristics of the Wealden district.

5.6 Hedgerow and hedge (more formal clipped hedgerows) planting is addressed elsewhere in this guide but can be used effectively to define public spaces as well as the boundaries between public and private space.

5.7 New tree planting should seek to form part of the structure of development, including the shaping of the environment, the street, the space, and as with public art, acting as focal points or framing elements. This can take the form of planted avenues, boulevards or groupings.

5.8 As indicated in Section 3, new tree planting should normally be of those native species and forms that are tolerant of pruning and reduction to allow for sustainable maintenance. Non-native 'accent' trees may exceptionally be appropriate in urban sites but even here there are forms of native species that may achieve the same effect as exotic species. Guidance on this issue can be found in the Council's guidance note on 'Unusual varieties of native trees'.

5.9 Some non-native plants are invasive and may cause damage to natural eco-systems. Some plants that are still sometimes specified for landscape schemes may cause a great deal of economic damage, colonising and dominating landscapes when they escape from parks and gardens. Advice on plants to avoid in landscape schemes can be found in the Council's guidance note on 'invasive exotic species'.

Fig 5.2



Fig 5.2 A successful planting scheme contributes to enclosure, containment and greening of the environment,

Fig 5.3



Fig 5.3 'Grasscrete' is an underused alternative to surfacing accesses in the right setting

Fig 5.4

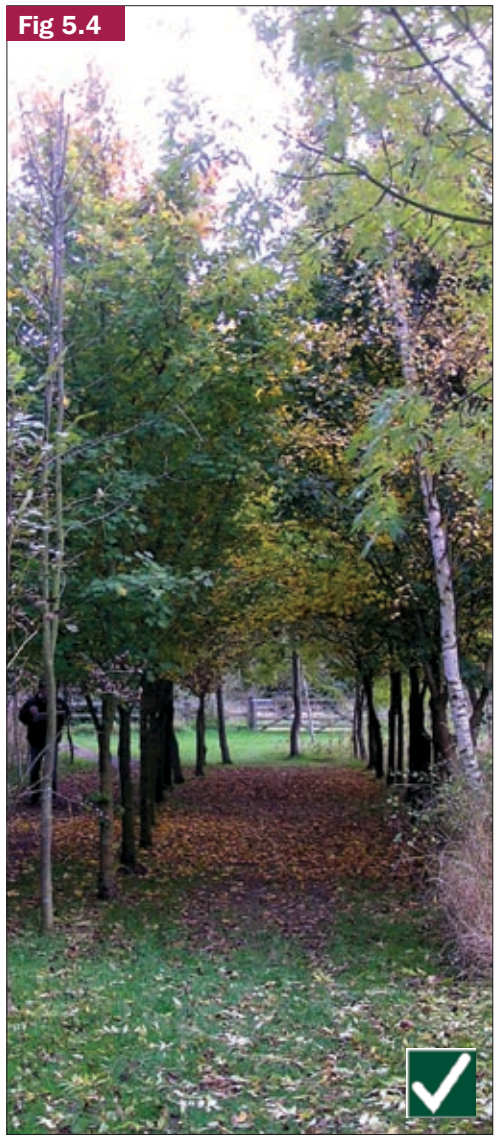


Fig 5.4 Tree planting can be used to shape and influence the landscape and routes through a development

6 Street furniture

6.1 Where the roads and public spaces are concerned, the quality, siting and design of street furniture can have a disproportionate impact on the environment. We come into contact with these inanimate objects on an everyday basis.

6.2 It is important, therefore, that the need for, and type of street furniture to be incorporated in any development should be considered as an integral part of the overall scheme. 'Retrofitting' bollards, barriers, seats, bins and signs often results in less than ideal 'standard' solutions which have little relevance or reference to the locality. Such an approach is unlikely to enhance a development and could significantly detract from its townscape or landscape setting.

6.3 Care needs to be taken to both minimise the need for unnecessary street furniture and to make sure that , where it is needed, it is fit for purpose, and of a quality and character which is appropriate to its immediate and wider setting. These factors are all the products of good design.

6.4 Although 'catalogue' products may be perfectly acceptable in some situations, the fact that identical elements may be used in a wide variety of schemes, from one end of the country to the other, does have the potential to significantly dilute the principle of 'local distinctiveness'. The possibility of incorporating the local crest in such items hardly differentiates it from identical versions used elsewhere.

6.5 Where the use of such products cannot be avoided (often because of established precedent), serious consideration should be given to trying to use colour as a means of differentiation. Unlike the Ford Motor Company's initial Model 'T' offering, black (with or without 'gold' highlighting) is not the only choice available.

6.6 The selection of an alternative colour, preferably not too 'bright', can often help to tie visually disparate elements together to give a more uniform character. It is also worth bearing in mind that, unless true metal leaf is used, the application of metallic paints as highlights to furniture will quickly appear tawdry as they often fade or discolour relatively quickly.

6.7 An alternative is to consider the commissioning of bespoke designs. This option is particularly relevant where there are surviving examples of locally-produced street furniture (such as lampposts) of character which would merit reproduction. Such an approach has a number of advantages beyond maintaining local distinctiveness. Not only would the production of a 'pattern' enable replacement/additional elements to be produced as required without relying on a manufacturer continuing to make a particular item available, but it could also assist in maintaining local specialist skills and industries.

Fig 6.3



Fig 6.3 A 'bespoke' seat design constructed in locally-relevant materials and incorporating public art

Fig 6.1



Fig 6.1 A myriad of bollards and differing style does little to enhance a space

Fig 6.2



Fig 6.2 A 'catalogue' bench has its place but does little to reinforce 'local distinctiveness'

Fig 6.4



Fig 6.4 Traditional metal seats are typical of more rural environments

6.8 Signage should be strictly controlled and combined, wherever practicable, to assist in reducing clutter. In this context, the use of the 'standard', component, fingerpost solutions offered by most manufacturers could be considered particularly inappropriate given the established quality and character of Wealden's existing roadside fingerposts. Surely a bespoke solution based on these could be designed for various settings ?

6.9 There are also opportunities for the introduction of 'dual function' elements, such as low walls and steps, that could serve as seats in certain locations and schemes. Although safety considerations would need to be borne in mind in such designs, they could result in a significant reduction in clutter through the careful integration of various other elements such as lighting, signage and bins. In such 'composite' designs, lighting could take the form of down-lighters under seats or along steps, thereby helping to minimise light pollution.

6.10 Understated design usually works best in most contexts. Quality counts and fine, well-designed, robust street furniture will usually be more durable and cost-effective in the long run. By its very nature, it should also contribute to the quality of the public realm and its setting. Design should reflect the purpose for which street furniture is proposed and satisfy British and European safety standards.

Fig 6.5



Fig 6.5 Where traditional, locally-relevant street furniture and signage exists, it should be used as the model for new units

Fig 7.1



Fig 7.1 'Standard\ light columns do little to enhance or add character to a space

7 The impact of lighting

7.1 There are a number of elements of street furniture can be beneficial to a streetscene and improve safety, but nevertheless, can have a damaging impact on the landscape and wildlife, for instance, lighting. In addition to the above, appropriate consideration at an early stage would help to ensure a positive outcomes.

7.2 Excessive, poorly designed and poorly sited lighting can have adverse effects on both people and wildlife in rural and urban landscapes. Although Wealden District does not suffer from light pollution to the same degree as more urban neighbouring Districts.. The past fifty years have seen a widespread growth in the use of external lighting. This has a number of potential implications for the wider public :

- Dazzling, over-bright lighting can be dangerous for drivers moving rapidly from dark areas to brighter ones
- Light spill from a misdirected source can be a nuisance, particularly when the source is also too bright
- Cumulatively, artificial lighting may be far stronger than moonlight and obliterates views of star-studded night skies. Glow from artificial lights also increases feelings of urbanisation, detracting from rural areas
- The British Astronomical Association has promoted public awareness of the issue of light pollution, starting the Campaign for Dark Skies.

There are no longer professional observatories in many parts of the country, and there is concern about the impacts on education and science. *The Royal Greenwich Observatory's headquarters was transferred from Wealden to Cambridge in 1990 because of deteriorating viewing conditions largely caused by light pollution.*

7.3 Increased lighting in rural areas has implications for wildlife. It extends day length which affects the natural rhythms of a wide range of animals and plants (impacts are greatest among insects and nocturnal mammals, although nesting or roosting birds may also be affected) Account should be taken of the following :

- A high, general level of illumination may cause night-flying insects to cease flying and settle (it is believed that towns support considerably fewer species than they once did. Increases in street lighting is a significant factor in this decline)
- Nocturnal animals are likely to be disturbed by the presence of lights and could be deterred from foraging in such areas. This represents a further pressure on remaining populations
- Continuous roadside lighting creates light barriers which species such as bats will not cross
- Studies suggest that artificial lighting may adversely affect the timing of natural behaviour, such as territorial singing in thrushes (song thrushes being 'a species of principal importance')
- Reproduction in birds is controlled by day length. Artificial lighting has been shown to induce hormonal and physiological changes that affect breeding cycles
- Some plant species will not flower if the night is artificially shortened by lighting. Other species will flower early as a result of exposure to the longer 'daylight' periods. Low-pressure sodium lamps have also been shown to disrupt the regulation of plant growth and development.

7.4 General countryside character can also suffer adversely as :

- The clutter of lighting columns, brackets and lanterns, may be visually intrusive in daytime, particularly where it is prominent in relatively open, expansive landscapes characterised by long views and where it interrupts the local skyline
- New/additional lighting structures are particularly intrusive in historic landscapes and townscapes and areas of high scenic value

7.5 In addition, both English Heritage and the Royal Fine Art Commission have voiced concerns about the impacts of lighting on the settings of historic buildings, monuments, gardens, landscapes and rural villages. Poor lighting of historic buildings and settlements may obliterate views, mask architectural details and distort the colour and texture of buildings.

Fig 7.2



Fig 7.2 A traditional lighting column with the lamp wired for modern-day use

Fig 7.3



Fig 7.3 A clearly disproportionate scale of lighting standard

7.6 When considering lighting design, the following general principles should be considered :

- Lighting should have a clear purpose. Proposals should assess whether it is required, where and how it will be most effective. The minimum possible lighting should be used
- Lighting should be planned as an integral part of the development's design with its scale, form and design reflecting the associated architecture and local character
- Not only is the design of the columns and luminaries to be used critical in terms of their appearance, but their specifications should be carefully chosen with specific regard to their intended location in order to minimise light spillage and glare
- Locations for the differing types of light fittings should be carefully chosen in order to minimise visual clutter and impact; careful use of colour can considerably assist in this
- Fixtures and fittings to be used should be of a high quality, aesthetically appropriate and easily maintainable
- Wherever practicable and appropriate consideration should be given to the use of wall-mountings rather than freestanding columns
- Good installation is critical to the success of a lighting scheme and contributes significantly towards limiting light pollution
- Security lighting should be on minimum time-settings controlled by photo-electric switches; passive infrared sensors which can be tripped by road or footway users and animals should be avoided and all lights and sensors should be tilted down

Fig 7.4

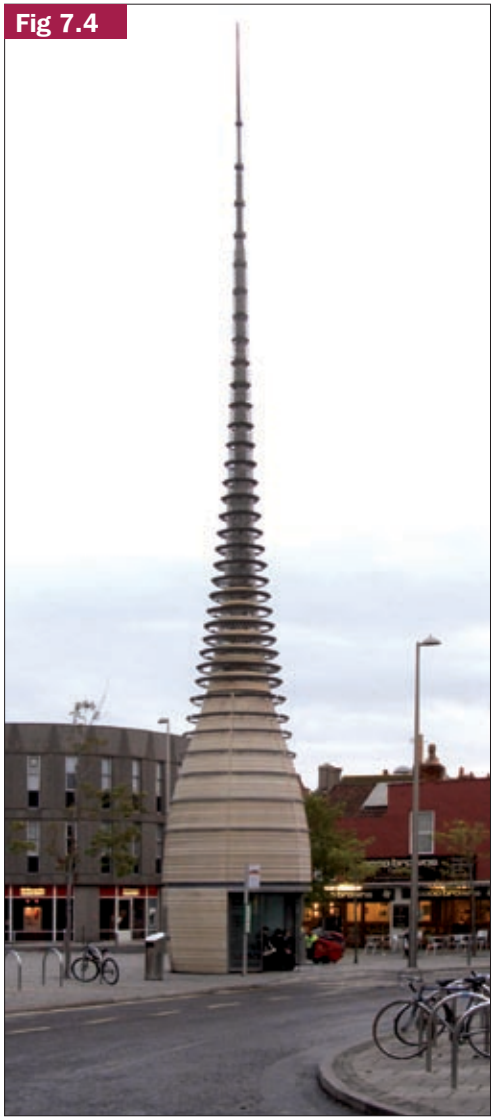


Fig 7.4 An unusual example of multi-functional public art, incorporating lighting, bus-shelter and cafe kiosk

Fig 7.5



Fig 7.5 An historic wall-mounted light, still functioning through adaptation

Fig 7.6



Fig 7.6 A light sharing a telegraph pole in a rural environment

Fig 7.7



Fig 7.7 A traditionally-styled, wall-mounted light incorporating a CCTV mount

Fig 7.8



Fig 7.8 A modern interpretation of a 'traditional' wall-mounted light

- On residential buildings, care should be taken to ensure that only the garden is illuminated not adjacent spaces
- On commercial or agricultural buildings, lighting should be mounted below roof height
- In exceptional circumstances, 'accent' lighting may be appropriate but its use should be both focussed and limited
- Lighting to paths and car-parks should be positioned discretely and preferably at a low level, such as bollards or incorporated into low walls
- Lighting for sports facilities should be highly directional and use the minimum number of lights necessary for the purpose; timers should be used to ensure the hours of use are restricted wherever possible. Lighting of sports pitches in Areas of Outstanding Natural Beauty, or where it would adversely affect important wildlife, will not be encouraged
- The impact of lighting on views from and into the surrounding countryside, especially Areas of Outstanding Natural Beauty, should be carefully considered. Buildings or landscaping should be used to shield lights from distant views

Technical guidance notes on specific topics will be issued and updated from time to time by the Council. Please check the Council's website or contact the Planning department for up-to-date details.

8 Public art in developments

8.1 Public art can include many works which have been planned and executed with the specific intention of being sited or staged in the public domain. This usually occurs outside but can also be located within managed spaces, those relating to flatted developments or shopping precincts.

8.2 The Council will encourage and promote the integration of art into public spaces as a means of both adding to the quality of the local environment and helping to create a local identity and sense of place. Such work could also assist in maintaining and developing local artistry and craftsmanship. It can also be engaging and encourage audience participation in a hands-on way, for instance, interactive lighting displays on buildings, or a public fountain sculpture that is also an instrument (a hydraulophone).

8.3 Since 2001 the Council has promoted the national 'Percent for Art' scheme which encourages developers to contribute a percentage of the total capital budget of a development to the funding and provision of public art within the locality. To ensure the successful integration of public art within new schemes, the following criteria should be considered :

- Early identification of the need for Public Art
- Putting in place the mechanisms needed to secure provision or funding
- Proper consultation with relevant stakeholders
- The preparation of an appropriate artist's brief, involving all parties, at the earliest stages of the planning process
- Agreement on appropriate siting with regard to visual and physical impact
- Identification of materials reflecting the local context, style and scale appropriate to the setting, exposure and expected duration
- Health and safety considerations
- Management/maintenance arrangements and anti vandalism measures

8.4 Public art can be diverse in form and scale. It can be functional or ornamental, freestanding or an integral part of another element. Examples could include sculpture, paintings, murals, glass, metalwork and bespoke street furniture, mosaic, tiling, paving, plaques, landscaping and lighting or even part of a building's structure.

Fig 8.1



Fig 8.1 Bespoke cycle racks in an historic rural setting

8.5 As with street furniture, bespoke work may be more appropriate than 'catalogue' pieces in terms of relevance to a specific local setting, character, or need.

Fig 8.4



Fig 8.2 A question of quality, subject matter and location; the difference between 'Public Art' and...

Fig 8.3



Fig 8.3 ...Graffiti or vandalism

Fig 8.4



Fig 8.4 Traditional techniques using local materials can have increased relevance

Fig 8.5



Fig 8.5 Historically, Public Art has taken many forms, including commemorative monuments

Fig 8.6



Fig 8.6 One of a series of individual designs marking a trail

Fig 8.7



Fig 8.7 Public Art has many variants, some of them more practical than others, with common themes occuring widely

Fig 8.8



Fig 8.8 Scale or 'human interest' can often be a defining factor

8.6 Some regions of the country have been able to make better use of public art than others, often through specific funding sources often related to regeneration schemes. The works carried out can often act as a catalyst to encourage developers to participate in assisting with the general enhancement of an area through public art. The following images illustrate the success achieved over a number of years in Tyne and Wear where the artworks have become a significant tourist attraction.

Fig 8.9

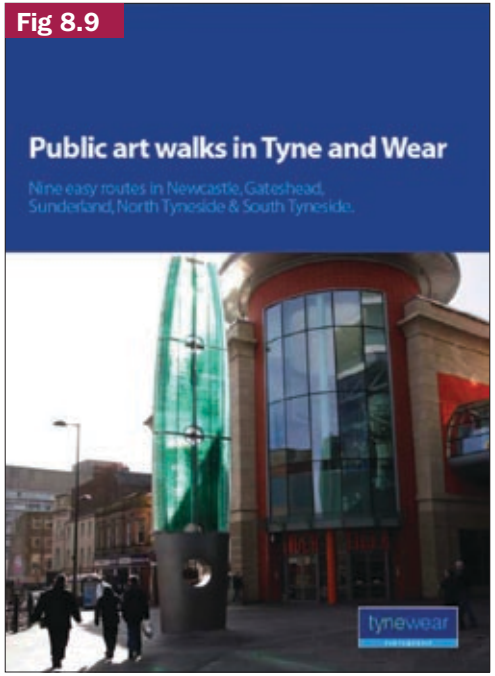


Fig 8.9 The leaflet produced by Tyne and Wear to publicise the various public art trails in the area

Fig 8.10



Fig 8.10 One of a number of public art trails featured in the leaflet identifying the range and scale of the artworks

Fig 8.11



Fig 8.11 The ‘shadow’ of a dockyard crane is picked out in the quayside paving, reflecting the dock’s busy history

Fig 8.12



Fig 8.12 The original base of the former crane supporting the “Tree of life” sculpture

Fig 8.13



Fig 8.13 One of a series of bird silhouettes in various stages of taking flight

Fig 8.14



Fig 8.14 ‘Found’ objects of local relevance suitably painted and prominently sited

Fig 8.15



Fig 8.15 Assorted ‘nuts’ and ’rivets’ in various materials are scattered along the quayside

Fig 8.16



Fig 8.16 The ‘illuminated manuscript’ and stack of books outside the library links to the long and rich literary heritage of the area

Fig 8.17



Fig 8.17 This ‘eviscerated’ house overlooking the harbour is relatively resistant to vandalism although graffiti is a problem



Fig 8.18 A playful touch 'places' a domestic, patterned carpet on the harbour steps



Fig 8.19 One of a number of carved brick panels designed by lschoolchildren - such local involvement has helped avoid vandalism



Fig 8.20 A piece of sculpture at the heart of a small ampitheatre in front of an office block



Fig 8.21 The iconic 'Angel of the North' which put Public Art firmly on the map in the north-east





Figs 8.22 & 8.23 An anamorphic projection of a 'door' incorporating 'stained glass' has been carved into the stone retaining wall; it can be viewed with the perspective distortion addressed, through a 'keyhole' fixed in place at the appropriate location



Fig 8.24 Artwork in the form of a decorative 'art nouveau' metalwork canopy



Fig 8.25 Public Art can take many forms, including illumination as here with the Millenium Bridge and Baltic Gallery on Tyneside

9 Summary

9.1 The public realm includes all the many and varied spaces around buildings which are accessible to the general public. It is important that care is taken from the outset to consider the location, design, treatment and maintenance of these areas in order to achieve a high quality environment which is fit for purpose, has a sense of place and enhances local distinctiveness.

9.2 A number of issues need to be considered in order to achieve this. They include microclimate, linkages between spaces, the need to address form and function, ease of access, security, flexibility and adaptability of use, materials and planting (for both soft and hard landscaping) and lighting.

9.3 Specific uses such as children's play areas, have their own requirements which should be addressed if schemes are to be successful.

9.4 Ongoing maintenance and management must also be considered from the outset as these are essential if areas in the public realm are to retain their high standards.

9.5 Sustainability and climate change are also factors which should be taken into account For instance, extensive areas of hardsurfacing and paving over of front gardens can contribute to problems of flooding.

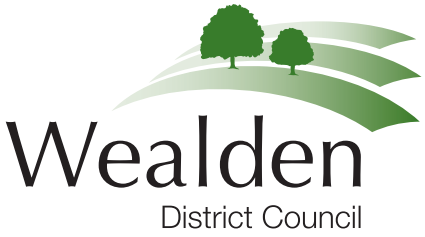
9.6 The choice of materials for hard landscaping and plants for soft landscaping depend on a number of practical and aesthetic factors such as the need to observe and enhance local character whilst also providing effective solutions for current and future uses which are fit for purpose. Solutions which recognise these factors are most likely to be successful and the use of harmonious, practical, sustainable materials and native species which contribute to local distinctiveness and should be selected as a first preference.

9.7 Partnership working and/or dialogue with utility companies can achieve much to ensure a sensitive outcome following repairs to footpaths and carriageway.

9.8 Street furniture is often standardised throughout the country, but bespoke solutions provide an opportunity to introduce local distinctiveness and enhance the sense of place, providing they are fit for purpose and meet safety requirements.

9.9 Public art should be encouraged and can be diverse in form and scale, either as an ornamental, functional, freestanding feature or as an integral part of another element.

9.10 Lighting columns and luminaries should be carefully designed and sited and lighting levels kept to a minimum to avoid disruption to wildlife and plants, with subsequent adverse effects on biodiversity. Light pollution is of increasing concern in rural areas since levels have been increasing in recent years.


Wealden
District Council



New non-residential buildings

9

1 Background
2 General considerations
3 Specific issues
4 Landscaping
5 Agricultural buildings
6 Industrial buildings
7 Commercial buildings
8 Summary

Where appropriate, the following symbols are used :

- Practice or Example generally acceptable
- Aspects of Practice or Example may be acceptable in specific circumstances
- Practice or Example not recommended

1 Background

1.1 Modern agricultural, industrial and commercial buildings tend to be designed using standardised elements so as to provide and enclose the maximum usable space within a structurally-simple shell. All that these modern structures tend to have in common with their traditionally-built predecessors is that they are intended to be purely utilitarian buildings and are designed to be 'fit for purpose'.

1.2 Historically, the design of such buildings would have been based upon existing examples in the area intended for similar usage. They would have been built using locally available materials and, in terms of their scale and general character, were generally in-keeping with other neighbouring buildings. Until the introduction of multi-storeyed industrial mills in the eighteenth century, the largest non-religious building in a rural setting was likely to have been the tithe barn.

1.3 More often than not, the general character of contemporary agricultural, industrial and commercial buildings favours functionality over the æsthetically pleasing. As such, they are perhaps best viewed in similar company as they tend to be too prominent in isolation and visually too much of a contrast when placed amongst structures of a more traditional design.

1.4 This section deals with the design issues relating to three types of non-residential new-build within the District, namely :

- Agricultural buildings
- Industrial buildings
- Commercial buildings

1.5 These types will be dealt with individually following guidance of a more general nature.

Fig 1.1



Fig 1.1 'Standardised', utilitarian industrial units tend to have been commonly used in the older business parks

Fig 2.1



Fig 1.2 Mediæval tithe barn interior

2 General considerations

2.1 New large-scale buildings of a modern character should be designed so as to minimise the visual impact they will have on their immediate and wider setting. In order to achieve this the following issues will need to be addressed :

- Nature of site, whether elevated, flat or in depression
- Type of use and likely environmental implications
- Location of site within landscape and proximity to highways and footpaths
- Location within site, including proximity to access road and boundaries
- Eaves and ridge heights in relation to nearby buildings and skyline
- Materials used, including colour
- Signage and illumination

Fig 2.1



Fig 2.1 The prominence, scale, materials and illumination of signage can all be an issue

- The extent of ancillary buildings or structures, such as fuel tanks
- Security requirements, including lighting and boundary treatments
- Landscaping, both hard and soft
- Light spillage
- Environmental implications
- Ecological implications
- Archæological implications

2.2 The location and nature of the site will have a direct bearing on the likely acceptability or otherwise of proposals for a particular use. Most business and commercial uses require relatively direct access from the public highway and enough space for off-loading and parking commercial and private vehicles. The presence of other buildings in alternative uses in the immediate vicinity could also limit the scope for change if 'unneighbourly' development is to be avoided.

2.3 Where the site lies within a 'sensitive' designated area or is within the setting of a listed building, the size, design, materials and detailing of the proposed new building will be expected to be of the highest quality, assuming that the principle of construction is acceptable.

2.4 The desired aim is to achieve a viable new building which sits comfortably within its chosen setting and makes a positive contribution to the economy of the District.



Fig 2.2 High security gate to service yard with external storage, on public route



Fig 2.3 Inappropriate use of the 'Sussex vernacular' incorporating fenestration and signage in a manner which is out-of-chyaracter



Fig 2.4 Minimal planting and poor lighting to supermarket carpark



Fig 2.5 Poor variety of styles in piecemeal development fails to either enhance the general streetscape or the setting of the mediæval listed building (far left)

3 Specific Issues

3.1 Whilst the layout of new buildings, together with their associated parking and servicing, should be designed to maximise efficiency, this should not be achieved at undue cost to the local or wider setting. It should also not be at the expense of good design and urban design principles. Ancillary uses (such as sub-stations, commercial waste areas, power plants) should be brought within the footprint of the main building wherever practicable and the site enhanced through the implementation of an integrated scheme of landscaping (see subsection 4).

3.2 Where there are existing buildings in the immediate vicinity, any new development should relate to established building lines, the relationship with the street and respect the privacy of neighbouring residential properties.

3.3 Particularly where the development is proposed for a highly visible site, the design of any new building should take account of its likely prominence. This might take the form of breaking down the overall mass, either physically or visually, through greater articulation, the choice of materials and detailing.

3.4 Single-span roofs are best avoided where they would break the skyline or the false monopitch is so obvious in its poor concealment of the 'flat' area. Varying the ridge heights to emphasise individual elements could help to add visual interest in such circumstances.

3.5 It will normally be expected that high quality materials will be used where the building has any degree of prominence. This does not preclude the use of either 'traditional' or 'modern' materials but such use should be in character. For instance, the introduction of a 'faux' pitched plain-tiled roof which appears totally out of scale with the building would normally be considered inappropriate. In most cases, the overall concept and design will lead directly to the most relevant range of materials.

3.6 In sensitive locations it may be necessary for any new building to be of a traditional form. Where this is the case, it is essential that the scale, massing, proportions, detailing and use of materials accurately reflects the historic local form and character so as to avoid a 'pastiche' appearance. In contrast, the choice of a more contemporary style may give greater freedom in terms of its design, materials and detailing, although it would still be expected to be sympathetic to its setting and any neighbouring buildings.

3.7 In designing a new building the extent, location and size of new windows will need to take account of the proximity to neighbouring buildings (where overlooking may be an issue) and the potential for light pollution. In some locations, light pollution may have potentially harmful implications for the local ecology and should therefore be kept to a minimum. The use of blinds or shutters linked to the internal lighting system could help to overcome such concerns.

3.8 Some forms of new development may require greater provision for security than others. In considering such provision, the issue of light pollution will need to be addressed, as will the nature of any boundary treatment (see subsection 4 below).

3.9 Attention is drawn to the fact that rural sites may be used by nationally protected species such as bats or barn owls as nesting or roosting sites or foraging grounds. It is therefore strongly advised that appropriately qualified specialists are engaged to carry out the necessary surveys at the appropriate time of the year. The findings of these surveys would be expected to be submitted with any planning application, together with appropriate mitigation.

Fig 3.1



Fig 3.1 Mis-application of local vernacular features varied roof elements but to little effect as their use is ineffective for either concealing the large expanse of building or visually breaking down its overall mass.

Fig 3.2



Fig 3.2 Fake traditional pitches are often used to conceal flat roofs from public view but these are rarely convincing

Fig 3.3



Fig 3.3 Well-executed, high-quality modern designs are often more 'fit for purpose'

Fig 3.4



Fig 3.4 'Supermarket vernacular' tends to be composed of disproportionate elements

Fig 3.5



Fig 3.5 A confusion of styles greets those arriving at this Bus Station

Fig 3.6



Fig 3.6 Modern, sustainable, carbon-neutral buildings can also be employed for commercial conferencing venues

Fig 3.7



Fig 3.7 With 'infill' developments, it is essential to relate sympathetically to the massing, proportions and detail of existing buildings

Fig 3.8



Fig 3.8 Corporates in large retail parks struggle to differentiate themselves, often relying on brash colours and over-large signage

Fig 3.9



Fig 3.9 Some Corporates impose there own eclectic (and, in this case, prefabricated) style

9

4 Landscaping

4.1 The relationship between new development and its setting is of fundamental importance, given the general quality of the natural environment within Wealden. Every application having an impact on the landscape should therefore be accompanied by a detailed landscape appraisal and scheme of mitigation.

4.2 Such a scheme should clearly demonstrate an understanding of the established landscape, including any existing trees and hedgerows, and show how the new development would be accommodated. Proposals which involve significant remodelling of the site will need to be justified and compensated for by additional works, including new planting, where appropriate.

4.3 The provision of adequate service area and car parking is a major consideration for industrial and commercial developments. These areas should be designed to a high standard and complement the function of the building. Particularly where there is public access, schemes should avoid introducing large, sterile open spaces using the cheapest materials.

4.4 It is essential that appropriate consideration is given to the landscaping of these areas, including the choice and disposition of quality materials and street furniture. Planting schemes may find that immature trees and shrubs have a reduced ability to survive and potential limited lifespan. Planting, using established and mature native species should be incorporated into the costed design from the outset rather than being an afterthought.

4.5 Planting can be used to create screening between the public and private areas and to reduce the visual impact of large parking areas. It can also be used to enhance the general setting of new buildings and reduce their visual impact.

4.6 In preparing a landscape scheme the following issues should therefore be borne in mind with regard to hard and soft landscaping :

- Making best use of the existing topography of the site and minimising the extent of any remodelling required to accommodate the development *(consider incorporating terracing into the car parking and service areas or split level access to the building)*
- Seeking to retain existing planting, particularly trees, adding to them where appropriate *(where vehicular usage is likely to be primarily commercial, strong boundary elements could minimise visual and aural impact)*
- Incorporating new planting at an early stage, adding to existing screening and creating new where necessary *(use new planting to maintain and provide wildlife corridors as appropriate)*
- Using mature or semi-mature trees wherever practicable, to help achieve the desired visual enhancements at the earliest time
- Avoiding 'scattered' planting, as opposed to relying on robust groups to minimise vulnerability *(the requirements for future maintenance should be considered as part of any landscape scheme)*
- Using high quality materials appropriate for the hard landscaping, particularly within public areas of the site
- Ensuring that the location and choice of street furniture not only complements the materials used for the hard landscaping, but is also of a uniform character and quality



Fig 4.1 Adequate and efficient vehicular access is essential for the viability of town and store



Fig 4.2 Well-managed, fully integrated landscaping should be part of the overalll development proposal from the outset



Fig 4.3 Sporadic planting schemes which fail to address the fundamental issues of setting are unlikely to be acceptable



Fig 4.4 A forest of columns is a poor substitute for comprehensive landscaping

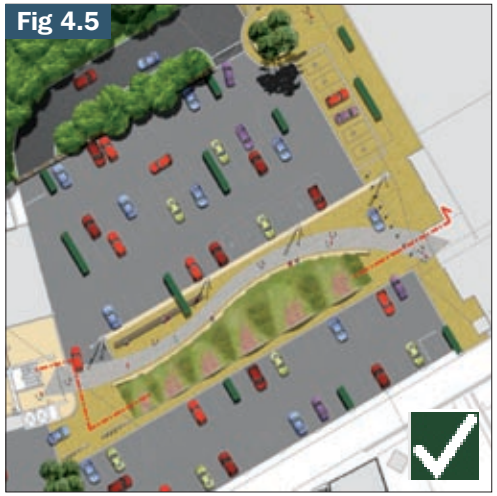


Fig 4.5 WDC consultant's unimplemented landscaping suggestion would have significantly enhanced what is now a relatively sterile area



Fig 4.6 Public Art can represent past uses and historic links



Fig 4.7 Public Art should engage those passing by and may be simple but bold, active or passive to achieve this



Fig 4.8 Here the developers resisted all attempts to introduce an integrated soft landscaping element to their car park

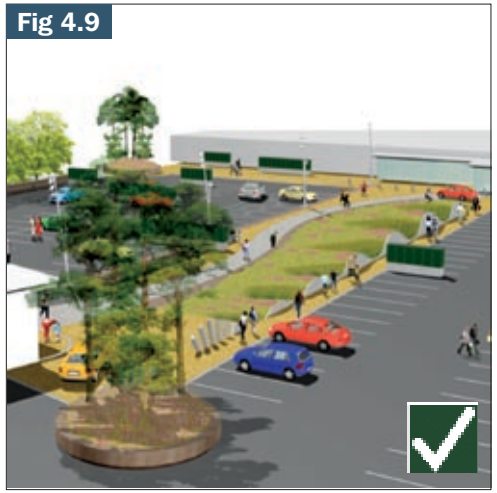


Fig 4.9 As proposed, the scheme would have enhanced links between the store and the High Street, providing a welcoming space



Fig 4.10 An opportunity to create an inviting new space opening off the High Street has been lost with the arrangement of seats facing outwards, towards the shuttered shopfronts, creating an area which is unwelcoming 'out of hours'

5 Agricultural Buildings

5.1 Largely due to strict hygiene standards and increasing mechanisation, many of the traditional buildings have proved unable to accommodate change, physically or cost-effectively. New types of buildings have therefore had to be introduced to meet the changing requirements of the farming industry.

5.2 Most of these new buildings take the form of large, steel-framed 'sheds' covered in profiled sheet. Where they are required to house machinery, large access doors are required. Natural light tends to be provided by transparent roof sections with ventilation either being mechanical or by means of 'hit and miss' panels to the side walls.

5.3 In addition to the guidance given in subsections 2, 3 and 4 above, there are likely to be design issues relating to agricultural usage requiring consideration :

- The design and detailing of any new building should relate directly to its proposed use and avoid any ambiguity *(Wealden Council has previously successfully enforced against new buildings erected for animals which had all the design elements normally associated with a residential property)*
- Demonstration of a reasonable need for a new building for the proposed use will be required, particularly where there are other existing buildings on the site which might be converted to serve the same purpose
- All services should be undergrounded
- New buildings should be built adjacent to, or incorporated within, existing farmstead groups where practicable (although siting new-build in close proximity to traditional buildings may not be appropriate, particularly where they are redundant and may be considered for alternative uses requiring a separate curtilage of sufficient size)
- Best use is made of the existing topography and vegetation to reduce the visual impact of the new-build (where justified some remodelling of the land and the use of indigenous species for new screen planting may be appropriate)
- Any potentially adverse impact which the new-build might have on a site of recognised archæological, historical natural or ecological importance is fully mitigated.

6 Industrial buildings

6.1 As there is a general presumption against development in the open countryside, unless there are exceptional circumstances, it is expected that the need for individual rural buildings for industrial use will be met through the conversion of existing buildings, for details of which see **Section 11** .

6.2 Where exceptional circumstances can be used to justify the erection of a new industrial building within open countryside, the highest standards of design will be required which will need to incorporate materials and landscaping of a high quality.

6.3 It is considered more appropriate that new industrial buildings are sited together where practicable. The smaller industrial parks associated with villages offer one type of location, whereas larger industrial estates adjacent to the main towns offering another. In the former case the design would need to be appropriate to the host settlement but, in the latter, the size of each of these estates is generally sufficiently large as to establish its own particular character.

6.4 In addition to the guidance provided in subsections 2, 3 and 4 above, the following design issues relating specifically to industrial usage require consideration :

Fig 5.1



Fig 5.1 An agricultural building that is unsuitable for modern requirements

Fig 5.2



Fig 5.2 Traditional buildings are all too often replaced by large, unsightly modern sheds

Fig 5.3



Fig 5.3 Glasshouses and polytunnels can detract from the rural scene

- Where the building is intended to have more than one type of use (for instance, office and warehouse), the design should provide for separate emphasis to be given to each element
- Entrances to the site and building should be clearly marked, particularly where they may be for different users
- Necessary plant, machinery and vents should be so sited as to minimise the possibility of noise pollution, particularly for neighbouring properties

Fig 7.1

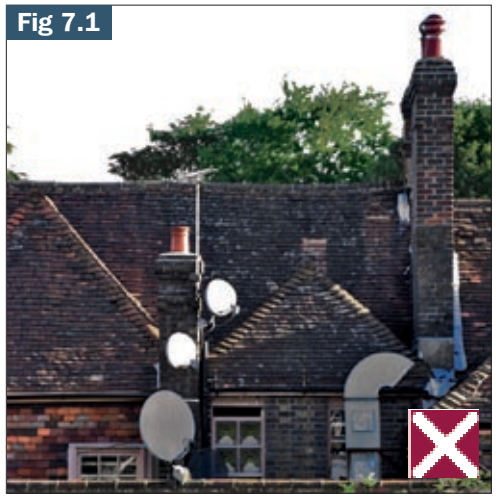


Fig 7.1 Be aware of the impact of any ancillary commercial equipment required

Fig 6.1



Fig 6.1 The utilitarian simplicity of the early industrial estates has now been superseded

Fig 7.2



Fig 7.2 Use of a 'rural' form in a town centre is out of character with the urban context

7 Commercial buildings

7.1 Many larger commercial buildings are located out of town, often in dedicated retail parks, and tend to share the characteristics of modern industrial 'sheds'. They rarely have any æsthetic quality and tend to rely on large signage for the purpose of differentiation.

7.2 Increasingly, larger commercial enterprises – particularly supermarkets – are seeking to develop sites within or on the fringes of settlements. Permission for new-build may be sought where existing buildings are unsuitable for the proposed use.

7.3 National design advice has identified that it is generally inappropriate to transplant the design characteristics of out-of-town stores into urban settings. All too often this advice appears to be ignored however, with initial proposals rarely taking account of neighbouring buildings and local distinctiveness.

7.4 Traditional materials can be applied to commercial buildings in an urban setting. However, a contemporary design may be acceptable in some locations, subject to its likely impact on the character of the area and neighbouring premises.

7.5 In addition to the guidance provided in subsections 2, 3 and 4 above, the design of commercial buildings should take the following into account :

- Where new development is proposed for urban sites, its design will be expected to relate positively to its location and the established character of the neighbourhood
- The scale, massing, materials and detailing of any new building should neither make it overly-prominent in the street scene nor detract from its neighbours, unless it is intended to be a focal building
- The number, size, location and materials proposed for use in signage should be appropriate to the needs of the site and its setting
- The illumination of signage (external or internal) should be kept to a minimum
- Provision for the external storage of trolleys should neither detract from the quality and character of the building itself nor its setting
- Obscure glazing may be required for large glazed areas on street frontages where it is considered that their use for the display of advertising and promotional material could be detrimental to the area's character

Fig 7.3



Fig7.3 A modern commercial building that could be adapted for a number of uses and is also visually attractive.

Fig 7.4



Fig 7.4 Commercial 'functional' buildings can be accommodated in rural areas but need to be specifically related to the site

Fig 7.7



Fig 7.7 Reception area in the new East Sussex National Hotel

Fig 7.5



Fig 7.5 The original, somewhat eclectic, character of the East Sussex National buildings is an example of bespoke form and functionality being designed for the specific site using materials and detailing which echoes - but does not ape - local distinctiveness

Fig 7.6



Fig 7.6 Shop at the East Sussex National

Fig 7.8



Fig 7.8 A contemporary design used for a Visitor Centre in a particularly sensitive setting, associated with a Scheduled Ancient Momument and listed buildings

Fig 7.9



Fig 7.9 A more traditional form used as a Visitor Centre in a sensitive setting, suitably designed for its function.

8 Summary

8.1 Where new, non-residential buildings are being proposed, the above should be seen for what it is, guidance. Although every effort has been made to address the issues which most often arise in dealing with such applications, every case has to be considered on its own merits.

8.2 When making such submissions, however, it is essential to include such drawings and supporting documentation as may be appropriate to the particular site. This could include the following:

- Annotated drawings of the proposed new building at a minimum scale of 1:100 *(where there are adjacent existing buildings these should be included in the proposed drawings for context)*
- Specialist reports such as those on proposed usage, protected species, tree surveys, archæology, highways, pollution etc., as relevant
- Specifications/Methodology giving details of materials and methods to be used, including for interfaces and 'making good.'

8.3 Please note, failure to account for the requirements of the current Building Regulations may necessitate the submission of a fresh application where compliance with those Regulations would result in changes to approved plans.

Technical guidance notes on specific topics will be issued and updated from time to time by the Council. Please check the Council's website or contact the Planning department for up-to-date details.



Residential alterations and extensions

10

1 Background
2 General planning considerations
3 Design and detailing
4 Single-storey extensions
5 Two (or more) storey extensions
6 Porches, canopies and bays
7 Roof alterations and extensions
8 Garaging and outbuildings
9 Conservatories
10 Replacement joinery
11 Satellite dishes
12 Trees
13 Contemporary ideas
14 Summary

Where appropriate, the following symbols are used :

- Practice or Example generally acceptable
- Aspects of Practice or Example may be acceptable in specific circumstances
- Practice or Example not recommended

1 Background

1.1 In recent years, the housing market has seen a shortage of new dwellings to meet housing needs or homes not provided in the right locations.

1.2 This shortage together with a belief that house enlargement can only add value, is leading many home owners, happy with their present location to consider extending existing houses to meet their current (and future) needs for additional accommodation.

1.3 Housing with traditional forms of roof construction and pitch would normally enable the attic space to be converted to habitable accommodation, providing current Building Regulations could be complied with. This is often the only viable solution for narrow-fronted terraced properties where plot size or potential overlooking or shadowing of neighbouring properties can prevent two-storied extension of the building.

1.4 Older detached and semi-detached buildings tend to occupy larger plots than their modern counterparts, thereby presenting a number of possible alternative solutions for extension. This can provide the opportunity for the sort of creative design that may prove difficult in more constrained locations.

1.5 Unfortunately, the use of preformed roof-trusses in the construction of modern houses not only makes the use of the attic space for storage difficult, but effectively prevents its conversion to habitable space without significant reconstruction.

1.6 In such circumstances, the only alternative may be to extend the existing footprint of the building. Where the plot-size is limited and/or the building is in close proximity to its neighbour(s), the available options may be few. Careful design will be required in order to achieve an acceptable solution.

1.7 A full awareness of the requirements of the current Planning Legislation and Building Regulations, as they apply to the property itself and its location is required. Where planning permission is required, the design of any form of alteration or extension proposed needs to be considered carefully in terms of :

- Impact on the streetscene, immediate neighbours and the wider landscape, including access, associated hard landscaping, trees, hedges and other boundary treatments (Depending on the size, location and nature of the proposed works, they may be visible in local and/or distant views from highways, public footpaths and spaces)
- The characteristics of the buildings with which it is associated, both the original dwelling and any immediate neighbours (A detailed understanding is necessary if the design is to be in sympathy with these buildings, retaining and incorporating such characteristics as appropriate)
- Scale relative to the original building and the way in which massing and detailing are used (Extensions should normally be subordinate and – unless there is a specific, justified 'design' reason - not dominate the building itself, its neighbours or its setting)
- Any possible 'nuisance' which may arise from the design, location, materials or function of the proposed extension (such as overlooking, overshadowing, security, noise and light pollution)

1.8 These issues will be dealt with in greater detail below, together with guidance on important aspects of design as they relate to specific elements.

2 General Planning considerations

2.1 Outside development boundaries, extensions proposed to dwellings in the countryside will be considered with regard to their likely impact on the character of the existing building and the rural setting. National and Local Planning Policy emphasises that extensions should be of a size and character appropriate to the original dwelling.

2.2 All applications for residential extensions will be assessed on their individual merits, taking into consideration the cumulative impact of previous extensions and outbuildings associated with the property. This may also include pre-1947 additions to assist in evaluating the 'growth' of the dwelling over time.

2.3 As general guidance, for unlisted buildings, buildings outside the High Weald/Sussex Downs Areas of Outstanding Natural Beauty or designated Conservation Areas, the following needs to be considered :

- Refusal is likely where the proposed extension is in excess of 60% of the original floorspace of the original dwelling, where the extension over dominates and is without a sound design justification
- Extensions in excess of 30% of the floorspace of the original dwelling will normally only be permitted where the Council is satisfied that there is no major change to the character of the building itself or its impact on its setting
- An extension, which results in an increase of up to 30% of the floorspace of the original dwelling, should generally be acceptable

2.4 In rural areas, consideration is taken of the fact that large extensions to dwellings can result in the loss of smaller house types and sizes, making it more difficult for the indigenous rural population to be sustained.

2.5 Where extensions are proposed to agricultural occupancy-tied dwellings, the size of the resultant dwelling should be commensurate with the 'functional' need of the rural enterprise - not the personal needs of the occupiers Planning Policy Statement PPS7 'Sustainable Development in Rural Areas refers to this constraint.

2.6 For buildings within designated Conservation Areas, or Areas of Outstanding National Beauty, the acceptability of proposals for extensions will be measured against the degree to which it is considered they would enhance or maintain the essential character and quality of such Areas. Where the impact is considered to be detrimental and/or visually damaging, approval is unlikely to be granted. Section 12 of the Design Guide should be referred to for additional information and guidance relating to listed buildings.

Fig 2.1



Fig 2.1 An example of additions over time that cumulatively detract from the host dwellings

Fig 2.2



Fig 2.2 Even if the ground floor extension was 'permitted development', it is no excuse to allow the first floor

Fig 2.3



Fig 2.3 With a little thought and following basic principles, successful extensions can be achieved

2.7 Within development boundaries, the main issues relate to the likely impact of any proposed extensions on the character of the building and the associated streetscenes/townscapes, taking into account plot sizes, urban grain, established building lines and existing gaps. In this context, the key considerations include the following, where applicable to the particular type of building - detached, semi-detached or terraced :

Daylight and sunlight :

- Any proposed extension should be a sufficient distance away from the boundary with the adjoining property to ensure there is no loss of natural daylight. (For details, see the current Building Research Establishment's Digest 209 : Site Layout Planning for Daylight and Sunlight)

Privacy :

In order to safeguard privacy the following must be avoided :

- Windows in extensions which would enable overlooking of, or look directly toward, habitable room windows in any adjoining property, contravening the minimum privacy distances

- Windows directly overlooking the 'privacy zone' immediately adjacent to the rear of an adjoining dwelling (usually 3 metres from the rear of the dwelling) (Exceptions may be permitted where windows to the extension are at high level, for example with a cill height of 1.7 metres above floor height, or is obscure glazed and/or non-opening)

Side extensions :

- The creation of a 'terraced' effect should be avoided. Design and placement should ensure that there is no significant visual loss of space between buildings, including roofscapes, where these are important characteristics of the established streetscene. (Depending on the size of the spacing, as a general guide a minimum gap of 1 metre should be retained between the wall of a side extension and the side boundary for its full height)

- Recessing an extension behind the main front wall-plane can assist in ensuring that the extension reads as a subordinate element, reducing its impact on the streetscape including the physical and visual compromises (such as straight-joints and poor matching of materials) which often result from extending existing walls

- Building off existing single-storey side extensions may prove possible, subject to structural requirements, as long as this does not have detrimental implications for neighbouring buildings or the existing streetscape

- The design of such an extension proposed for a semi-detached property needs to ensure that, where the pair are 'mirror-imaged', it would not visually 'unbalance' the existing arrangement (With particularly prominent buildings and those within sensitive areas, such types of extension may not be considered appropriate in principle)

Fig 2.4



Fig 2.4 A two-storey extension can overshadow its neighbour unacceptably

Fig 2.5

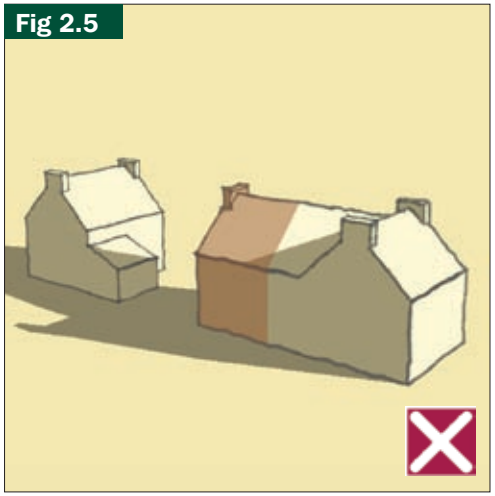


Fig 2.5 Extending too far towards your neighbour can also cause privacy and overshadowing problems

Fig 2.6



Fig 2.6 Visual terracing through extending into the gaps between properties results in an 'overcrowded' streetscene

Front extensions :

- These should generally be avoided, as extending beyond the established building line, can result in undue prominence to the detriment of the existing streetscape
- In certain instances, front extensions may be acceptable where the property is a detached house in either an area of low-density building, sitting well back from the highway, or where there is an irregular building line (Where the principle of a front extension is considered acceptable, its design should be of an appropriate size, detail and materials)
- Front extensions to 'mirror-imaged' semi-detached dwellings may prove problematic if the existing character and balance is to be maintained

Rear extensions :

- To avoid reduction in light to adjoining properties, extensions should not normally be constructed within 1.5 metres of any boundary to an adjoining property; or project more than 3 metres from the rear elevation or, in the case of single-storey extensions, extend above 3.1 metres in height
- On semi-detached properties, to avoid shading to the adjoining property, two storey rear extensions should not be constructed within 2 metres of the common boundary or project more than 3 metres from the rear elevation
- Where properties are 'back-to-back', a minimum separation distance of 20 metres between rear walls would be required in order to prevent loss of privacy and overlooking. Where this cannot be provided, support is unlikely to be forthcoming. In this context, it should be noted that trees cannot be relied upon to provide long-term screening due to the largely seasonal nature of their foliage and their vulnerability to removal through human intervention
- Exemptions may occur where the existing pattern of development demonstrates lesser back-to-back distances where, through imaginative design and internal planning, no harm is caused to the residential amenities of adjacent dwellings

Incorporation of existing garaging :

- Proposals that include the conversion to habitable accommodation of integral garages should ensure that the provision of adequate parking is addressed in accordance with the Council's adopted parking standards

The paving over of front gardens for this purpose, often in association with the removal or truncation of existing boundary treatments, is rarely visually appropriate in most streetscapes and may have environmental implications for drainage. As a result of the increased risk of surface water runoff and flooding, planning permission is now required to form a hard surface in front gardens if they are not permeable.

2.6 Particularly where the existing building is listed, or in a 'sensitive' location such as a Conservation Area or Area of Outstanding Natural Beauty, applicants and agents will be required to clearly demonstrate through appropriate drawings, photographs and documentation that their proposals will both be in keeping with the existing building and will not have a detrimental impact on the character or amenities of the area or neighbouring properties.

Fig 2.7



Fig 2.7 Extensions to the front of the house have resulted in a visual confusion and loss of much of the front garden

Fig 2.8



Fig 2.8 Take cues from the past. Co-joined extensions, even two-storey, may offer a solution to both dwellings

Fig 2.9



Fig 2.9 A hierarchy of roof forms can help break down mass but should not be used to justify over-extending

3 Design and detailing

3.1 Extensions should neither dominate the existing building nor the immediate or wider setting. Approval is unlikely to be forthcoming where significant reduction in the amount of usable private amenity space, or the creation of residual spaces that would be difficult to maintain.

3.2 The design and location of an extension should also be such that its future maintenance, together with that of associated and neighbouring buildings, is not compromised.

3.3 Good detailing appropriate to, and sympathetic with, its 'host' building and its setting is essential for successful design. Designs need not necessarily be of a 'traditional' nature in terms of either detailing or materials but they should be of a quality and character appropriate to their location. Where a 'traditional' approach is used, however, there are a number of specific issues requiring consideration. These include :

Massing :

- This refers to the combined effect of height, bulk and silhouette of a building or group of buildings. It is also the way in which individual elements of a building physically relate to one another and their setting in three dimensions (3D block modelling or a series of 2D drawings taken from various viewpoints can serve in visualising the appearance of the proposed work)

Scale :

- Not to be confused with massing. 'Scale' is used to refer to measurements, using specific units and formulae, for the purpose of comparison between one or more separate elements. In planning, it is used to define the exact relationship between a drawn or 3D model of a building or architectural/ structural detail to the 'real world'. It is also the impression of a building when seen in relation to its surroundings, the size of parts of the building or its details, particularly experienced in relation to 'human' scale

Fig 3.1



Fig 3.1 The extensions are subordinate but subtly take account of original detail

Fig 3.2



Fig 3.2 Although set back, the different room forms and pattern of fenestration are visually jarring, exacerbated by the hard landscaping

Fig 3.3



Fig 3.3 The various extensions result in a lop-sided appearance

Fig 3.4



Fig 3.4 This flat roofed two-storey extension fails to respect the principal dwelling

Fig 3.5



Fig 3.5 Roofscapes (particularly single-storey ones) are dominated by overly-large dormers. Also note the poor 'crown-flat' extension

Proportion :

- Although it draws on both massing and scale, Proportion is used to refer specifically to the way in which the dimensions of individual elements, when combined together in a single form or object, relate to one another (Classical Orders of architecture from their origins in antiquity through to the present day employ systems of proportion to ensure visual harmony and uniformity in their appearance, no matter what their physical size)

- Where appropriate proportions, such as the 'Golden Section' (used as a logo by the Royal Town Planning Institute), are not applied throughout the design process, the end result may be visually discordant (Many people have an inherent awareness of what looks 'right' in terms of the size of windows and the way the individual elements of a building relate to one another, even if they are unable to put this into words)

Detailing :

- This can refer not only to the choice of materials and the way in which they are used together on a building, but also the form, appearance and functionality of individual elements ranging from the pitch of the roof to the door furniture

- Where a particular historical style of design is proposed, appropriate and relevant detailing will need to be rigorously applied, particularly for the exterior, if an unpleasant 'pastiche' character is to be avoided

- In general terms, contemporary architecture is more capable of accommodating a wider range of detailing than 'traditional' building styles. (This is particularly relevant where innovative, eco-friendly, solutions are being actively pursued)

Subordination :

- Where full-height extensions are proposed, they should be set back from the existing wall-plane and, where to the side, extend no further than half the width of the main elevation. Recessing will have the added benefit of reducing the height of the extension's roof ridge in relation to that of the existing roof

- Roof pitches and forms used on the existing building should be used as a model for any new roofs unless justified for structural or sustainable reasons, such as might be the case with a 'green' roof

- The number and size of new windows and doors (with the possible exception of those used to access private garden areas) should generally not be greater than those used on the same elevation of the existing building

10

4 Single-storey extensions

4.1 Single-storey extensions to the side and rear are generally acceptable where they comply with the basic design guidance set down in this document and do not have a negative impact on either the privacy or amenity of any neighbouring properties or the appearance of the streetscene .

4.2 As with all proposed extensions, it is expected that they should maintain or enhance the original character of the dwelling. In order to do this they should :

- Be subordinate to the dwelling
- Be clearly set back from the front wall-plane with no part extending or projecting beyond the main elevation
- Be of a width no greater than half (and preferably a third) of that of the existing dwelling (One of greater width is likely to appear visually disproportionate)
- Have a roof form which does not conflict, visually or physically, with the existing building (new roof pitches should normally reflect the original and be appropriate for their material covering
- Where monopitch ('lean-to') roofs are proposed, their apex should be below the cill-height of any existing first floor windows)
- Reflect their location in terms of the streetscene, maintaining rhythm and spacing
- With corner properties, be positioned and detailed to avoid being overly prominent or dominant. However, it would be expected that both aspects of the building would address the street

Due to changes in householder permitted development rights, it is advisable that you discuss your proposals with the Planning Department to ascertain if planning permission is required or not. This may involve the submission of Certificate of Proposed Lawful Development or a full application for planning permission.

Fig 4.1

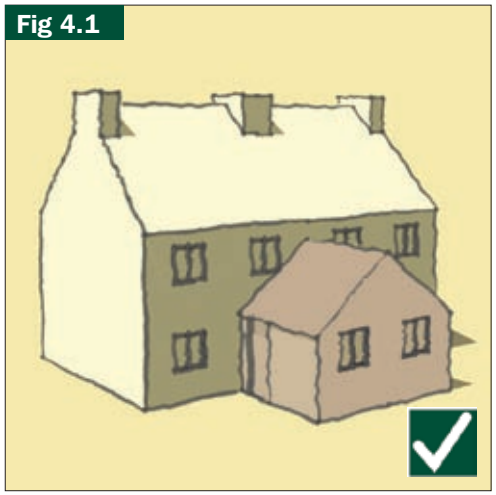


Fig 4.1 A simple combined approach to extending a pair of semi-detached dwellings.

Fig 4.2

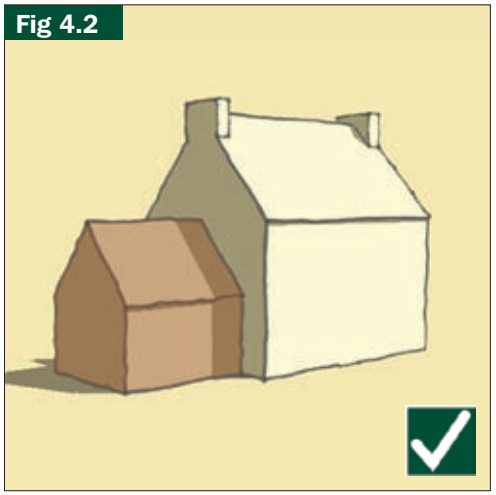


Fig 4.2 A subordinate single storey side extension with a matching roof form

Fig 4.7

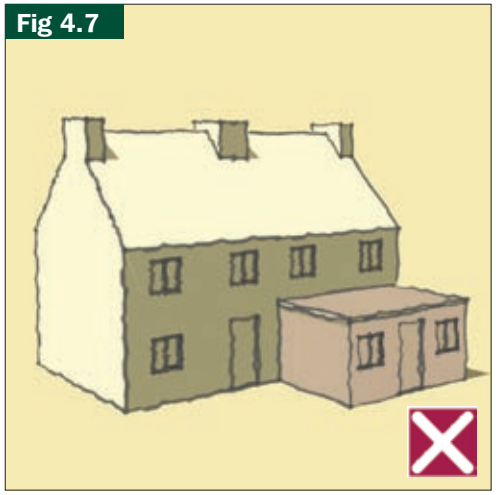


Fig 4.7 A lack of thought for the neighbour and a form that does little to respect the main dwelling

Fig 4.8

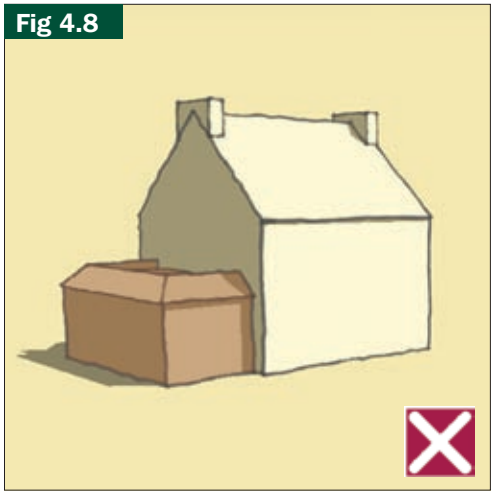


Fig 4.8 An overly wide extension and a token (false) pitched roof are not convincing

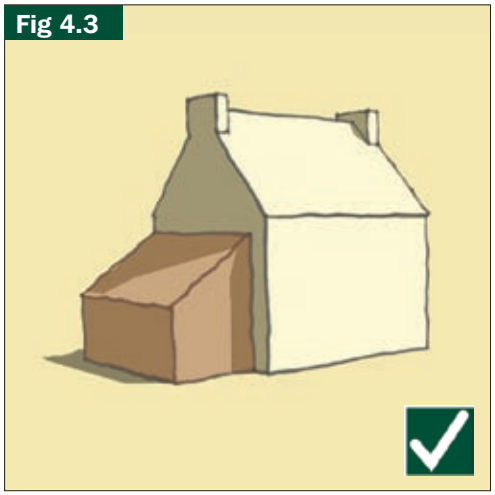


Fig 4.3 A setback lean-to extension can read as a suitable addition

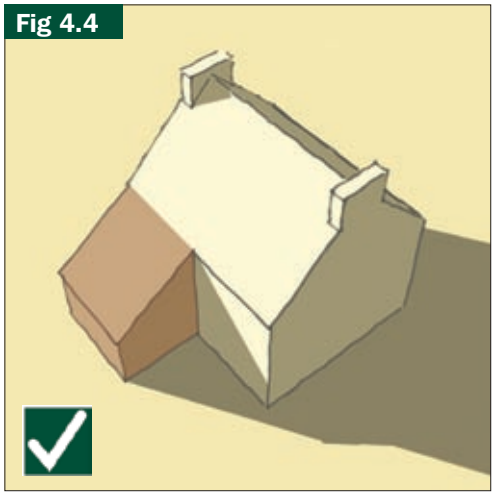


Fig 4.4 Continuing the roof to create a partial catslide can sit well with the rear elevation

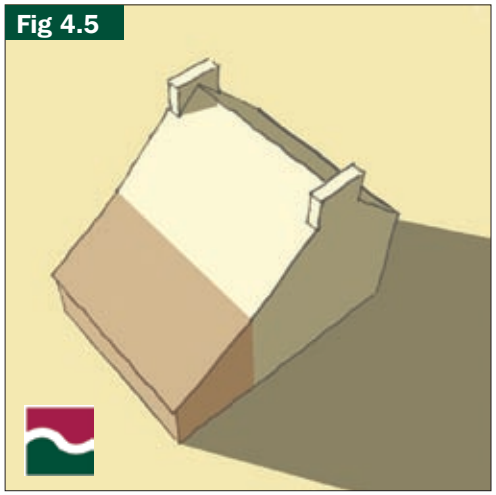


Fig 4.5 In some cases, particularly for detached dwellings, a full-width catslide to the rear can be appropriate

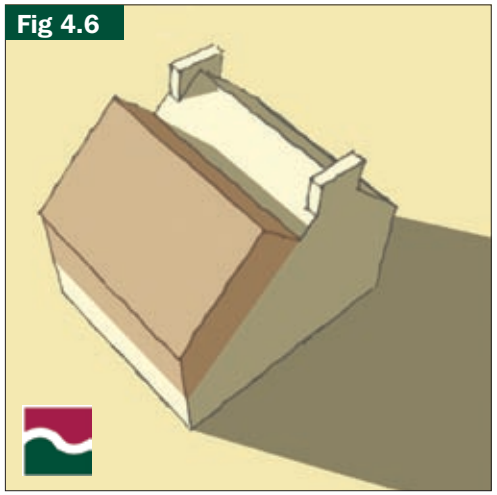


Fig 4.6 A catslide arrangement, as shown in Fig 4.5 could lend itself to a double-pile arrangement

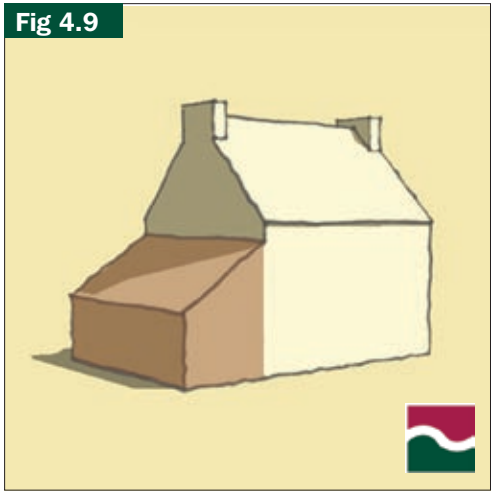


Fig 4.9 In some instances and depending on the context, a lean-to flush with the front elevation may be acceptable

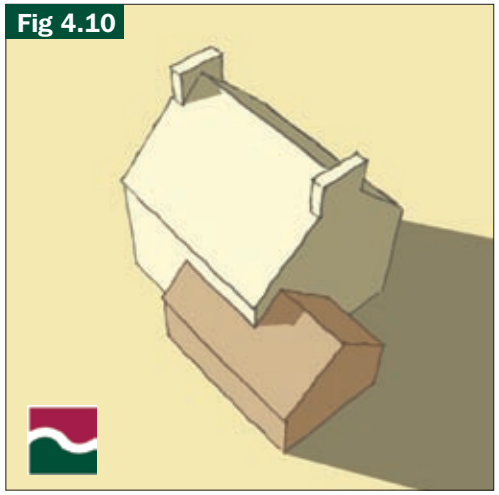


Fig 4.10 Side and rear combinations may offer more scope for extending at ground floor level

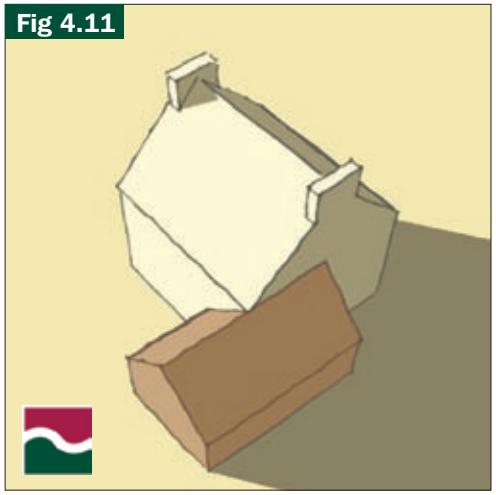


Fig 4.11 An alternative 'side and rear' combination, better suited for a deeper plot

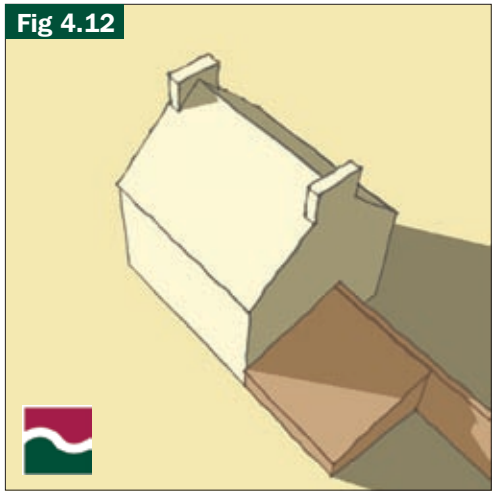


Fig 4.12 Some plots present opportunities to 'screen' an extension (in this case a glazed 'vinery') behind a garden wall

5 Two (or more) storey extensions

5.1 Where extensions of two or more storeys can be accommodated without adversely affecting any established rhythm of gaps in the streetscape, those general considerations relating to single-storey extensions will also apply. There are, however, other specifics which need to be borne in mind :

- The extension should be set back from the front wall-plane of the existing building by a minimum of 1.5 metres. (A similar setback from the rear wall-plane may also be required in certain circumstances)
- The width of any extension should be between one third and one half of that of the existing building. (The greater the width, the more setback may be necessary to reduce its impact)
- Where the extension is to be over an existing garage which has a front wall aligned with that of the main building, the additional storey(s) would need to be set back at least 1.5 metres from that wall-plane
- Roof forms should relate to the original, either through serving as a continuation of its rear roof plane or being positioned to the centre-line of the existing side elevation. In either case, because of the setback(s) the ridge line to the extension will be lower than that to the main building
- Unless they are relevant to the design of the existing property, the use of flat roofs will not normally be supported
- The junction between existing and new roof elements should be designed and detailed in a manner which is both visually appropriate and will not give rise to maintenance issues
- The materials and joinery detailing should be sympathetic to those used in the existing building

5.2 Support for extensions of two or more storeys proposed to the rear of a semi-detached or detached property may be given where it occupies a position within a spacious plot and there is a substantial distance between boundaries and neighbouring dwellings.

5.3 In the case of terraced properties, historic practice was often to create a conjoined wing under a pitched roof astride alternating boundaries. Where such a 'joint' extension can be agreed this may be supportable, subject to appropriate legal sureties regarding timescales for construction of both parts and not one without the other. Such instances are likely to prove exceptional, however.

5.4 Where such conjoined rear wings already exist on terraces, infilling between will not, however, receive support as this may harm the neighbour's amenities and also those of the extended dwelling. Equally, where semi-detached buildings are concerned, proposals for an extension of two (or more) storeys immediately adjoining a boundary will be resisted.

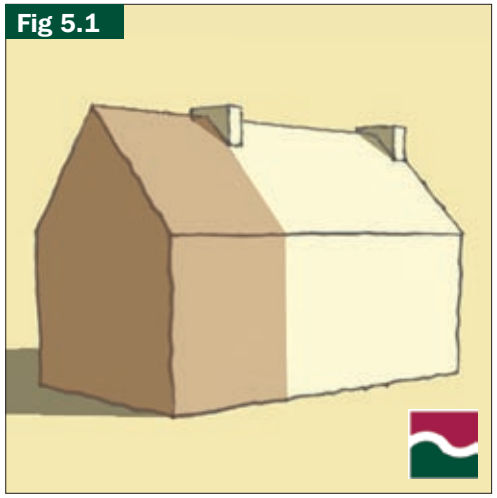


Fig 5.1 Having an integrated two-storey extension will be dependent on the nature of the dwelling and the streetscene

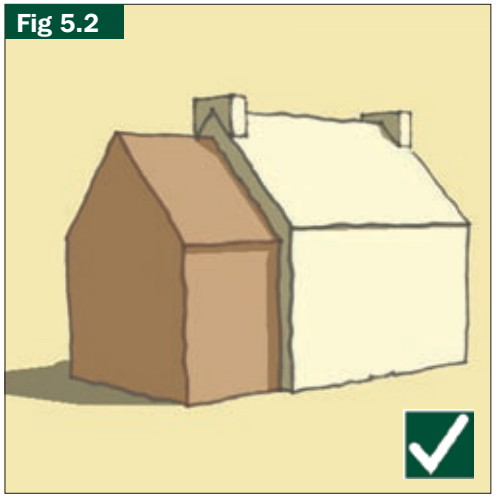


Fig 5.2 A subordinate approach is more likely to be successful but its size needs to take account of the space between neighbouring dwellings

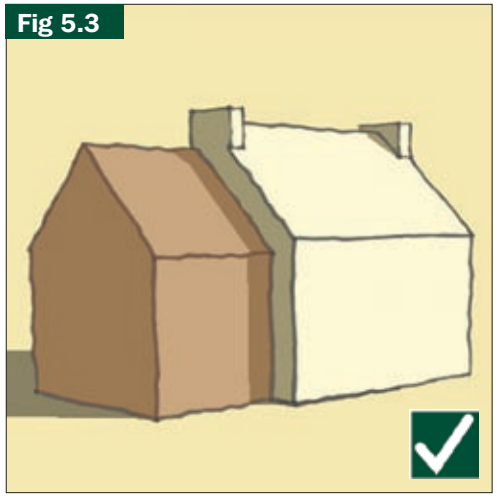


Fig 5.3 An alternative subordinate approach is to set the extension in-line with the rear wall

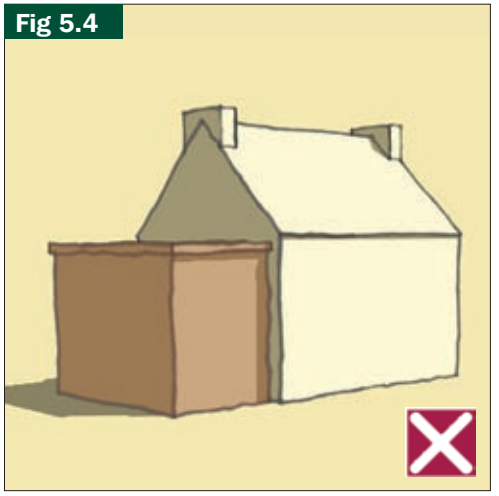


Fig 5.4 An incongruous flat roofed two-storey extension does not respect the main dwelling

Fig 5.5

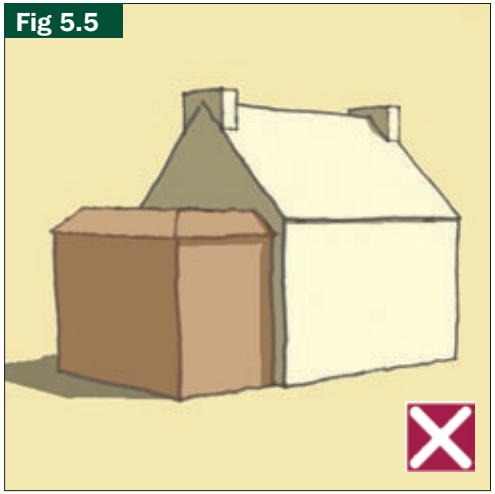


Fig 5.5 As with the single storey version, this version is unacceptable

Fig 5.6

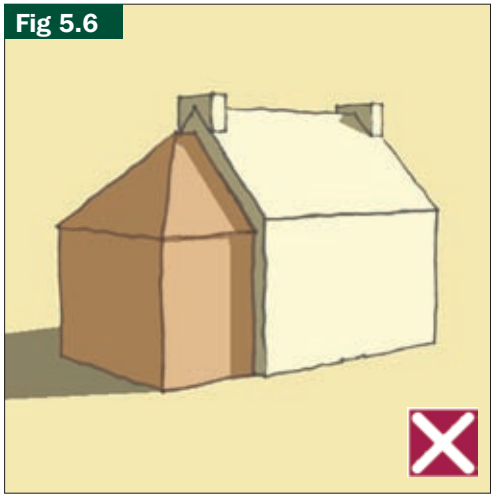


Fig 5.6 A hipped roof at two-storeys should be resisted. It may work as a single storey extension but not at this scale

6 Porches, canopies and bays

6.1 By definition, front elevations tend to be the most prominent aspect of a building and, as such, alterations or additions are normally highly visible. Extensions as opposed to porches, which project in front of the building line are therefore, not normally acceptable as they will almost inevitably impact on the original property's architectural integrity and could have a detrimental effect on the streetscene.

6.2 In certain instances, however, it may be possible to achieve a front extension - where the building is set well back from the road. Some form of addition, which would neither dominate the building nor result in a visual imbalance may be supportable. This would however be subject to an appropriately robust justification through the supporting Design and Access Statement.

6.3 The addition of sympathetically-designed porches, canopies and bay windows may also be possible where there is less distance between the building and its front boundary. It must be emphasized, however, that certain criteria would need to be met if support is to be forthcoming. These include :

Porches :

- In order to minimize adverse impact, a new porch should reflect the character of the dwelling and be designed to read as part of the original building rather than a later addition
- The use of appropriate proportions, detailing, materials and functionality is essential to ensure it is 'in character '
- Where terraced and semi-detached properties are concerned, maintaining the symmetry of adjoining properties is of critical importance, but this should not be used to justify the erection of a copy of an inappropriate previous addition
- Infilling an existing open porch or adding a new porch can conceal architectural detailing associated with the entrance and the impact of such alterations or additions will require careful evaluation
- The use of standardized 'kit' additions is rarely appropriate, particularly for use with houses of any age or architectural character and should therefore, be avoided
- Particular care is required to ensure that the interface between any addition and the original building is carried out in a sympathetic manner. The use of some types of existing finishes (such as tile-hanging or stucco) may make it difficult to implement certain roof types without significant physical and visual issues, particularly with leadwork

Fig 6.1



Fig 6.1 An example of well-detailed porches sitting comfortably with the main dwelling

Fig 6.2



Fig 6.2 A modern porch need not be over bulky or fussy but should relate to the main building in terms of detailing and materials

Canopies :

- As with proposed porches, canopies should be designed to be sympathetic to the building's existing character, construction and materials. The introduction of a classically-detailed canopy on an unpretentious mid-C20 house would be no more appropriate than a pre-formed GRP canopy on a mediæval timber-framed building

- The roof-form chosen (flat, pitched or lean-to) should be appropriate to its setting in terms of both scale and type and, wherever possible, could consider historic precedent

- Where there are existing single-storey projecting bays immediately adjacent to the entrance, consideration should be given to the seamless extension of the bay's roof to form a canopy

- Similarly, in the case of terraced and semi-detached properties with entrances side-by-side, it may be possible to construct a joint canopy (or porch) arrangement to help maintain symmetry and a unified character with the neighbour

Bays :

- The provision of a well-detailed bay window of appropriate scale can help to articulate any elevation and, historically, such elements have been incorporated in house design since the mediæval period, often under a gable where this is of full-height. Although such an addition may be possible on a detached house, it is less likely to receive support in terraced or semi-detached situations

- As with all potentially prominent extensions, the design and detailing would need to be in sympathy with the original building and (where appropriate) its neighbours



Fig 6.3 Decorative porche extending to cover two doors on a Victorian pair



Fig 6.4 A tented roof to this canopy adds visual interest



Fig 6.5 The use of ground floor bays, including to the corner and pitched roof porch can enliven the 'regular' shape of dwellings



Fig 6.6 Bays add rhythm and articulation to the built form and interest in the streetscene



Fig 6.7 Two-storey bays can be effectively used for emphasis to a dwelling, especially on a corner site

7 Roof alterations and extensions

7.1 Most roof spaces of traditional construction can provide opportunities for the creation of additional living space. However, if the roof is either of a shallow pitch or modern construction (using pre-formed trusses) such use may not be practicable without extensive rebuilding.

7.2 Where the conversion of the roof void is a practicable proposition, the simplest way in which the requirements for natural light can be met is to provide rooflights of an appropriate size and function.

7.3 Rooflights should be set flush with the existing roof slope and, in order to minimise their visual impact, be located on a less prominent elevation.

7.4 A traditional 'conservation' style of rooflight with through glazing bar(s) and no externally-visible blind box is best-suited to the majority of pre-mid C20th properties. Indeed, this type will normally be required in sensitive locations. They are available in a number of sizes and can function as escape windows where necessary.

7.5 As many roof conversions seek to incorporate dormer windows, it is necessary to consider the criteria for their use on existing buildings as they are likely to have a significant, and potentially detrimental, visual impact on the existing character of any property.

These criteria include :

- The visibility of the elevations where it is proposed to add dormers, bearing in mind that distant views in sensitive locations can be as important as those from neighbouring properties
- The potential for overlooking neighbouring properties where this has not previously occurred
- The character and history of the existing property and its setting is of particular relevance in any streetscape where there is little or no previous use of dormers
- The intended size and location of the proposed dormer(s) relative to the roofscape and any inherent symmetry embodied in the building's design

In terms of detailed design, they should :

- Be positioned with their cill at least half a metre from the eaves and their ridge significantly below that of the main roof ridge
- Be proportioned appropriately for the building and preferably occupy no more than one-third of the overall roof width
- Have roof forms appropriate to the existing building's age and character. (Where hipped, plain-tiled roofs are used, care must be taken to ensure that any bonnet-tiles are of an appropriate, proportionate size so as to ensure that they are not overly-dominant)
- Normally avoid horizontal emphasis unless this is an established feature relevant to the building's original history and character
- Have narrow cheeks proportionate to the overall size of the dormer
- Utilise joinery of an appropriate detail and function – particularly relevant with regard to prominent elevations

7.6 Where dormers do not meet these criteria, or are overly large, dominant or disproportionate, it is unlikely that planning permission will be granted. In this context, particularly in the case of side elevations, substantial dormers proposed to be built directly off the eaves of the existing property are likely to 'read' as upper floor extensions and will not receive support.

Fig 7.1



Fig 7.1 Flush-fitting 'Conservation' rooflight

Fig 7.2



Fig 7.2 Disproportionately large front and rear dormers. The rear dormer has completely altered the roof form

Fig 7.3



Fig 7.3 Disproportionate and over-large dormers will dominate a roofscape, particularly on single-storey buildings

8 Garaging and outbuildings

8.1 Where it is proposed to attach a garage to the dwelling, the approach used should be that relating to a single-storey extension. The siting of garages (particularly those of a large size) in front of the main house should be avoided where they would be likely to dominate the plot frontage.

8.2 Detached garages should reflect the architectural character and materials used on the main property. In this context, the use of 'traditional' timber-framed garaging may be inappropriate where the established buildings are of masonry construction.

8.3 The size, and detailing of any associated doors or windows should also be in keeping with the character of the main building and locality.

8.4 The use of false or 'cosmetic' roof pitches will not be supported as they are normally visually ambiguous and weak when viewed from an angle.

8.5 Roof spaces should not be used for accommodation purposes as this often requires increased ridge and/or eaves heights which are often inappropriate.

8.6 Where it is intended to access a garage directly from the public highway its entrance should be set back at least 6 metres from the road to allow a vehicle to park safely whilst allowing the door(s) to be opened.

8.7 Where a new vehicular access or crossover would be necessary, Planning Permission may be required.

8.8 The loss of trees and hedgerows to enable access, particularly where they may have a wider amenity value, will be a consideration in any application

8.9 In rural locations where accesses are considered acceptable, the Council will seek to ensure retention of hedgerows which form the remainder of the site frontage.

8.10 Outbuildings should be of a modest scale and detailing appropriate to the main dwelling.



Fig 8.2 In some instances, the garage is best integrated into the subordinate two-storey extension



Fig 8.3 A 'cart lodge' approach may well be acceptable but needs to be both subordinate and of appropriate materials and detailing



Fig 8.1 Siting a detached garage forward of the main dwelling and adding a 'dummy' pitched roof is not an attractive design solution



Fig 8.4 Sheds often read as temporary structures. Their acceptance will depend on the nature of the site and surroundings



Fig 8.5 Approaching garage design as a part of the dwelling allows more sympathetic solutions for accommodating the car

9 Conservatories

9.1 The siting and design of glazed structures can have a significant impact upon the character of a property. Careful consideration should therefore be given to its design, irrespective of whether it is of a standardised or prefabricated type.

9.2 Siting is generally preferred to the rear of the property or away from principal elevations. The form and appearance of the conservatory should be appropriate to the status of the house, for example, a simple lean-to is best on cottages whereas a variety of types ranging from the 'vinery' through to the 'orangery' or the true 'conservatory' on the more prestigious buildings

9.3 The use of polygonal planforms, very shallow pitched roofs, and inappropriately ornate detailing should be avoided.

9.4 The use of traditional materials and detailing is generally preferable and, indeed, will be a prerequisite for listed buildings or sensitive locations. High quality contemporary interpretations will not be disregarded, providing that it can be demonstrated that the design respects and complements the main dwelling.

Fig 9.1



Fig 9.1 The form of the conservatory and modern materials do not complement the existing dwelling.

Fig 9.2



Fig 9.2 This Victorian-styled conservatory is too fussy in comparison to the main dwelling, with it's poorly-detailed dormer

Fig 10.1



Fig 10.1 The uPVC windows to the middle dwelling are noticeable against the original windows to the neighbouring dwellings

Fig 10.2



Fig 10.2 The windows to both dwellings have been changed and detract from their overall character, as does the hard-standing

10 Replacement joinery

10.1 In considering replacement windows, a key issue is energy conservation. However, careful thought should be given to the type and design of replacement windows as they can have a major impact on the character of a building. Many modern windows often fail to replicate the detailing of the historic originals correctly.

10.2 Aluminium and uPVC doors and windows are generally unsuitable as replacements on older buildings as they can spoil their intrinsic character. Aluminium or uPVC products are easily identifiable due to the nature of their sections, jointing methods, finish, window division and opening lights, particularly when compared to traditional designs. Therefore, wooden frames from sustainable timber sources are generally preferred to aluminium or uPVC.

10.3 Georgian-style windows, which use strips of plastic within the glass cavity to replicate small-paned windows, should be avoided, particularly when the building forms part of a terrace or is semi-detached. The visual disruption and discord is all too evident when they can be seen alongside surviving original windows.

10.4 Application for the use of aluminium or uPVC doors and windows on listed buildings and in Conservation Areas will normally be resisted.

11 Satellite dishes

11.1 Careful consideration needs to be given to the siting of satellite dishes to minimise their visual impact and intrusiveness.

11.2 Dishes should be sited in an inconspicuous place, preferably where they are not visible from the public domain. Such locations include :

- On the ground or on poles
- On outbuildings

Where the installation of a dish on the roof of the main building is the only option, then it should be sited in the least obtrusive place possible, such as :

- Hidden behind a parapet or a chimney stack. (Avoiding breaking the skyline)
- Hidden within a roof valley

11.3 The type and colour of a dish is important and should be selected to blend in with the background. Mesh or transparent dishes can be less obtrusive than solid dishes.

12 Trees

12.1 The position of existing trees in relation to extensions and the long-term impact on future occupiers will be taken into account when determining planning applications.

12.2 Where an extension is to be constructed in close proximity to existing, retained mature trees, pressures are likely to arise from the occupants for the removal of the trees based on their sheer physical size dominating the property, causing concern over safety and obstruction of light and views, together with nuisance from falling debris and natural growth of branches. In order to avoid this, new extensions should be sited :

- So as to ensure that existing trees are not lost
- That, if retained, the trees are not in such close proximity that their loss, or a serious decline in their health or longevity would result, which could have an adverse impact on the landscape character of the local area.

Technical guidance notes on specific topics will be issued and updated from time to time by the Council. Please check the Council's website or contact the Planning department for up-to-date details.

Fig 11.1



Fig 11.1 The appearance of this former terrace, now flats, is marred by numerous satellite dishes

Fig 11.2



Fig 11.2 Satellite dishes should be placed where they are inconspicuous but problems can occur where properties are subdivided

Fig 12.1



Fig 12.1 The position of existing trees needs to be considered when designing and planning any extension

13 Contemporary ideas

13.1 In some cases attempting to 'match' the existing dwelling can be problematic. As a result, a well-executed contemporary approach can often provide a solution - by complementing the existing architectural style as opposed copying it.

13.2 The following photographs provide examples where this approach has been carried out successfully.

Fig 13.2



Fig 13.3



Fig 13.2 & 3 Plate glass enables the clean lines of this extension to flow between the basement and ground floor whilst careful lighting design helps to minimise light spillage

Fig 13.1



Fig 13.1 Sometimes a modern 'transparent' link can provide the opportunity for a 'detached' extension to be considered, although this is always appropriate

Fig 13.4



Fig 13.4 As opposed to the traditional pitched roof approach, this extension with its sliding glass panels and green roof, allows the interior and exterior spaces to merge. Not only is this sustainable in terms of managing water run off but it also has potential for improving the biodiversity of the site

Fig 13.5



Fig 13.7



Fig 13.6



Figs 13.5 & 13.6 The existing 'modernised' interwar bungalow could be extended further but following 'traditional' approaches would be restrictive

Fig 13.8



Figs 13.7 & 13.8 Behind the remodelled front elevation, a radical transformation has taken place, most impressively to the rear and internally, as shown in Figs 13.9 to 13.11. The open-plan arrangement to the ground floor now allows more flexible living and a greater engagement with the outdoor space

Fig 13.9



Fig 13.10



Fig 13.11



14 Summary

14.1 The nature and design of residential alterations and extensions is largely dependant on the type of dwelling which is being added to or changed. Depending on the size of plot that they occupy and relationship with neighbours, older detached and semi-detached properties tend to lend themselves more easily to alteration.

14.2 Terraced properties and those of more recent construction are usually more constrained. Limited plot size and close proximity to neighbours may also lead to very few options for satisfactory extension and careful design will be needed to achieve an acceptable solution.

14.3 All proposals should take into account impact on street scene, immediate neighbours, characteristics of the building with which it is associated, scale of the development and any possible nuisance to neighbours.

15.4 A full awareness of the current planning legislation and building regulations requirements as they apply to the property itself and its location will be needed.

14.5 Consideration will be given to the location of the property, whether it is within or outside the development boundary, in a designated Conservation Area or AONB, in rural location and/or whether the building is listed.

14.6 Providing the concept and size of the proposed extension in relation to the existing property are acceptable, a number of other considerations will be taken into account. These include :

- Daylight and sunlight
- Privacy
- Specific issues associated with side extensions, front extensions, rear extensions
- Incorporating existing garaging and issues of design and detail such as massing, scale, proportion, detailing and subordination

14.7 Further considerations will apply depending on whether the extension is single storey or two or more storeys.

14.8 Guidance is also available with regard to proposals for porches, canopies, bays roof alterations and extensions garaging and outbuildings, conservatories, replacement joinery, satellite dishes and trees.



The re-use and conversion of rural buildings

11

1 Background
2 General considerations
3 Specific issues
4 Agricultural buildings
5 Industrial and commercial buildings
6 Chapels
7 Summary

For the purpose of providing the most informative illustrations, some examples are taken from Market Towns in their role as a focus for local rural life

Where appropriate, the following symbols are used :

- Practice or Example generally acceptable
- Aspects of Practice or Example may be acceptable in specific circumstances
- Practice or Example not recommended

1 Background

1.1 Traditional agricultural and older industrial buildings form an important part of Wealden's present character, showing man's adaptation of the landscape over time to meet arange of farming and social needs, both local and national.

1.2 Following generally applicable guidance, this section deals with the reuse of three specific types of rural building within the District for which there is pressure to find new uses, namely :

- Agricultural buildings
- Industrial and commercial buildings
- Chapels

1.3 Clearly, the type of conversion proposed will have direct implications for the extent to which changes are required. For instance, some buildings have a greater capacity to absorb the alterations necessary for residential use than others. In considering the scope for alternative uses, the following should therefore be taken into account :

- The building type
- The size of the building and its plot
- The extent to which the site is publicly visible
- The extent of the alterations and additions required for the new use

1.4 Whatever the building, an up-to-date structural survey will be required to demonstrate that it is capable of being converted without the need for extensive repair, rebuilding or new-build.

Fig 1.1



Fig 1.1 A farm courtyard group

Fig 1.2



Fig 1.2 A rare, unconverted, oast house

Fig 1.3



Fig 1.3 A threatened chapel

Fig 1.4



Fig 1.4 A derelict flour mill

Fig 1.5



Fig 1.5 A former depot complex

Fig 1.6



Fig 1.6 A disused hospital

2 General considerations

2.1 As the loss of many of these, essentially utilitarian, buildings would have a significant harmful impact on the District's unique character, policy allows for appropriate reuse to be considered. Although some changes, for instance conversion to use for a farm shop, can be classed as 'diversification', other proposals would be difficult to include under such a heading.

2.2 Unfortunately, not all building types can readily be converted to alternative uses without major changes to their existing structure and plan form which, in many cases, would completely alter their character and that of their setting.

2.3 The provision of an appropriate level of private amenity space will be required for any proposal to convert a rural building to independent residential use. The extent of any domestic curtilage will, however, be carefully controlled to limit the potential for the setting of the building(s) to be altered in an inappropriate way.

2.4 Care should be taken in the design process to ensure that adequate provision is made to meet present and future needs for storage, garaging and similar uses within existing buildings wherever practicable. Where the intention is to demolish sound existing structures to make way for the erection of new outbuildings which would serve a similar purpose, support is unlikely to be forthcoming.

2.5 Because of the requirements of the Building Regulations, residential conversion is likely to result in more extensive change to the building than might occur with alternative uses. Such proposals will therefore benefit from a carefully considered design approach in order to achieve a successful outcome.

2.6 Whatever the change of use proposed, the Council will expect it to have a minimal physical and visual impact on, not only the building itself, but also on any other buildings within the same group or its wider setting.

2.7 As a starting point therefore, the building for which an alternative use is being sought should be evaluated in terms of the following :

- Location (isolated or part of a group)
- Accessibility (at the end of a track or adjacent to the public highway)
- Status (individually or curtilage listed; in a Conservation Area or other designated landscape)
- Implications of proposed use for existing building (changes to plan form and elevations)
- Requirements for additional structures (for example, garages)
- Implications of proposed use for setting (car parking, gardens etc.)
- Proposals for defining boundaries and access (walls, fences, gates and so on)

Fig 2.1



Fig 2.1 Former courtyard complex converted to business uses

Fig 2.2



Fig 2.2 Brewery conversion of former stables

Fig 2.3



Fig 2.3 Old school, previously a carpet shop now a restaurant

Fig 2.4



Fig 2.4 Holiday lets in converted granary and dairy buildings

2.8 Location will have a bearing on likely acceptable alternative uses. Most business uses require relatively direct access from the public highway and enough space for offloading and parking commercial and private vehicles. Neighbouring buildings in alternative uses could also limit the scope for change.

2.9 Where the building itself is listed, or within a 'sensitive' designated area, the extent to which significant alterations could be made as part of any change of use is likely to be limited.

2.10 Major remodelling of either the building itself or its setting in a manner which would not maintain its existing (often utilitarian) character is unlikely to receive support. Particular caution needs to be exercised when considering the introduction of new features such as :

- New openings, including rooflights
- The addition of chimneys, flues, vents and pipework
- 'Manicured' gardens (with or without play equipment)
- The erection of additional buildings (such as garages, sheds, and so on)
- The addition of non-traditional glazed structures (such as conservatories)
- The introduction of lighting (such as 'coach lamps' and security lights)
- The siting of alarm boxes and satellite dishes

To ensure that the distinctive quality and character of the original building is not compromised.

Fig 2.5



Fig 2.5 Redundant oast with significant potential for conversion

Fig 2.6



Fig 2.6 Simple oast conversion retains most of the original character but is somewhat let down by the dormers inserted into the cone

Fig 2.7



Fig 2.7 Inappropriate, and extensive, new additions and outbuildings add to the overly 'domestic' character of the conversion

Fig 2.12



Fig 2.12 Typical range of traditional agricultural outbuildings suitable for numerous uses, including garaging

Fig 2.13



Fig 2.13 Approaches over fields would need to be treated in an appropriate, low-key manner

Fig 2.14



Fig 2.14 Conversion of roadside buildings could be inappropriate if in close proximity to residential property, particularly where listed

Fig 2.8



Fig 2.8 Typical oast house conversion of its time. Original character overwhelmed by domestic fenestration, chimneys and extensions

Fig 2.9



Fig 2.9 New garaging in keeping with oast but formal garden setting overly domestic

Fig 2.10



Fig 2.10 Narrow lanes serving buildings proposed for conversion may limit possible options for change of use

Fig 2.11



Fig 2.11 Possible uses for sites well served by existing roads would need to take into account proximity, and use, of nearby buildings

Fig 2.15



Fig 2.15 Possibly suitable for conversion but neighbouring public house could influence the choice of potential alternative uses

Fig 2.16



Fig 2.16 New garaging continues established courtyard arrangement

Fig 2.17



Fig 17 Existing cart-shed range retained and re-used for garaging

Fig 2.18



Fig 2.18 The utilitarian character of the former granary has been retained, with the open ground floor bays used as garaging

Fig 2.19



Fig 2.19 Residential conversion of farm buildings is barely noticeable from the road

Fig 2.20



Fig 2.20 Overly-'domestic' character of windows to converted barn at front of site detracts from setting of listed building

Fig 2.21



Fig 2.21 Play equipment associated with change of use to Nursery impacts on the character of the original barn

Fig 2.22



Fig 2.22 Low-key conversion of former Railway Station to Nursery is let down by addition of inappropriate modern conservatory.

Fig 2.23



Fig 2.23 Inappropriate boundary treatment compromises this sympathetic residential conversion of a former school

Fig 2.24



Fig 2.24 Barn conversion with prominent CCTV, burglar alarm, coach light provision and inappropriate 'leaded' light windows

Fig 2.25



Fig 2.25 The fact that this was once a windmill was all but lost in this mid C20 conversion to residential use

Fig 2.26



Fig 2.26 The original use of all too many conversions is only apparent from their name

Fig 2.27

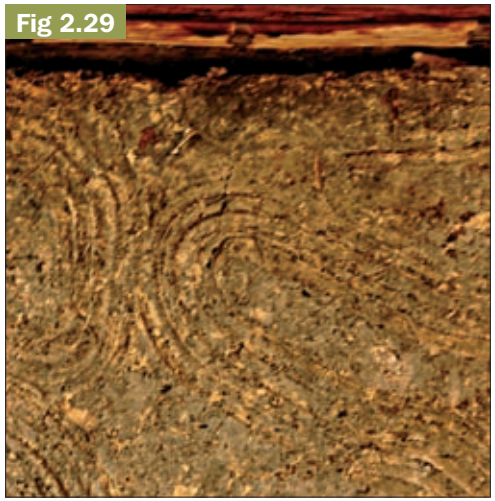


Fig 2.27 Historic character embodied in a barn rebuilt and restored at the Weald & Downland Open Air Museum

2.11 Any new works will need to be carried out using materials and details appropriate to the existing building and its setting. Although the reuse of materials may be desirable from a sustainability point of view, this should be done with care, particularly for timber-framed or listed buildings. It is important that archæological understanding of the building's historical development is not compromised through the inappropriate reuse of material. Sustainably-sourced 'green' wood should normally be used in such cases rather than reclaimed timber.

2.12 Where existing internal sub-divisions are considered to be unsuitable for the proposed new use, modification will require careful design. This will be needed to ensure that any new floors and partitions are kept to the absolute minimum. They should also be located so as to retain a substantive part of the original spatial arrangements. Care needs to be taken so that the building's original purpose, form and development are not concealed by the new work.


Fig 2.28 Traditional roofing materials and weatherboard dimensions should be retained and maintained


Fig 2.29 Care should be taken to ensure that historic materials and detailing are not damaged or lost during the course of work

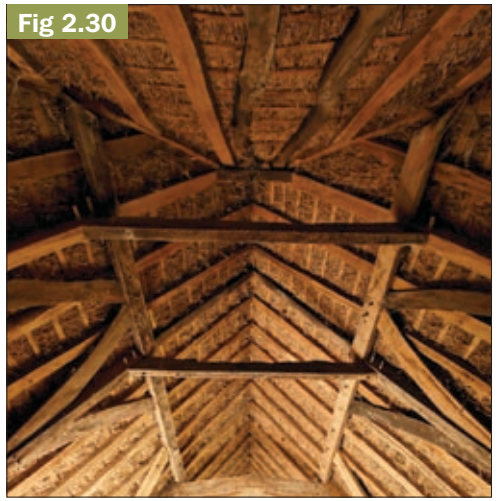

Fig 2.30 High quality original timbers, including roofs, should remain visible in any conversion


Fig 2.31 The structural integrity and historic significance of surviving timber-framing needs to be evaluated as part of the design process


Fig 2.32 Original masonry walls should be repaired using appropriate, sympathetic materials and methods


Fig 2.33 Evidence of historic openings should be retained in situ to facilitate understanding of the building's development

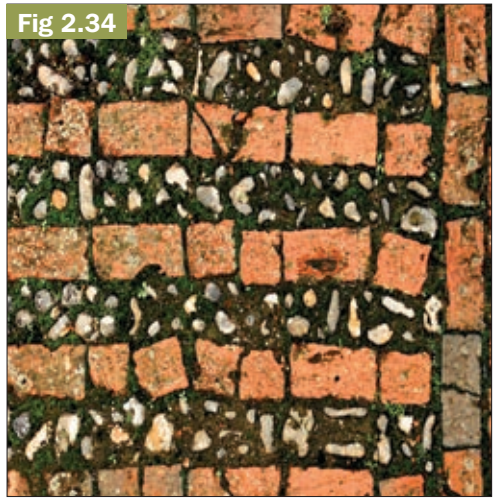

Fig 2.34 Original flooring materials and arrangements should be retained *in situ* and protected if covered over

Fig 2.35



Fig 2.35 Considered design enables the original spatial characteristics to be retained

Fig 2.36



Fig 2.36 Sympathetic incorporation of insulation and discrete lighting help to emphasise the quality of the original roof

Fig 2.37



Fig 2.37 More unusual building forms can possibly accommodate modern elements and detailing

Fig 2.38



Fig 2.38 Recessing screens brings light into the heart of the building and provides opportunities for escape windows

Fig 2.39



Fig 2.39 Recessing the screen minimises light reflection. Ideally original doors should be retained

Fig 2.40



Fig 2.40 The space opposite the screen provides room for the staircase leaving the building open to the underside of the roof

2.13 Original features relating to the building's historic use should be retained *in situ*, even where these may be somewhat inconvenient for the new use. Such features could include:

- Doors, windows and vents
- Internal finishes
- Exposed timbers
- Floors (such as slatted drying floors in oasts, brick paviors etc.)
- Hearths, chimneys, flues (including kilns)
- Stairs and ladders, both internal and external (including access traps)
- Stall divisions within stables, byres (including dovecote nesting boxes)
- Machinery (hoists, belt-line shafts etc.)
- Harness pegs (stables, coach-houses etc.)

2.14 This list is by no means exhaustive as 'specialist' buildings may retain physical evidence relating to their former use which should be kept, such as provisions for electrical storage and supply (distributor boards, battery storage etc.).

Fig 2.41



Fig 2.41 Window types reflect a building's status and purpose.

Fig 2.42



Fig 2.42 Existing internal finishes and subdivisions reflect former uses and should not lightly be removed

Fig 2.43



Fig 2.43 Utilitarian features which add to the interest of a building should be retained and alternative uses found where practicable

Fig 2.44



Fig 2.44 Existing doors should be repaired and retained *in situ*

Fig 2.45



Fig 2.45 Good quality framing should be retained on view or properly ventilated if it has to be concealed

Fig 2.46

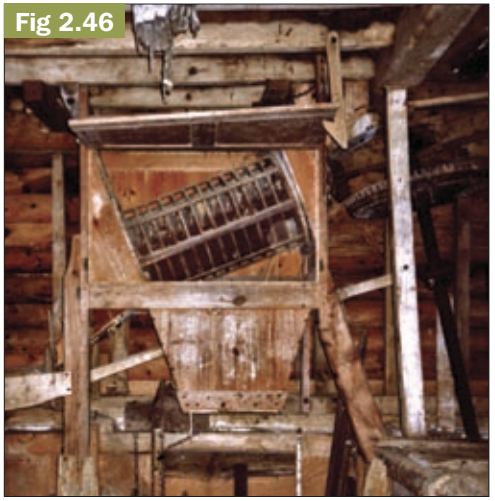


Fig 2.46 Surviving machinery relating to a building's previous use should be retained and safeguarded in any design scheme

2.15 The desired aim is to achieve a viable new use for a building whilst maintaining its essential character. In some cases, the requirements of the client and Building Regulations can conflict with this aim. Although every effort will be made to find a mutually acceptable design solution, the Council will determine applications in accordance with current policy and practice, both local and national.

2.16 The emphasis for any new works proposed for the conversion of 'traditional' buildings will normally be on the use of materials and detailing which are sympathetic to the original fabric. However, the use of 'modern' elements is not precluded, particularly in those cases where contemporary design and detailing can be employed to good effect as a contrast to the existing. This may often prove to be the case with the creation of new internal spaces. The overall quality of the concept and detailing in relation to the existing building will therefore be of paramount importance in gaining officer support.

Fig 2.47



Fig 2.47 Mezzanine floor inserted into barn as part of conversion does not compromise the original timber-framing

Fig 2.48



Fig 2.48 Extensions and additions to a former Chapel which detract from its setting and original character

Fig 2.49



Fig 2.49 Overlarge extension to converted barn, totally at odds with the building's original character

2.17 Attention is drawn to the fact that rural buildings, particularly where they are underused or empty, may serve nationally protected species (such as barn owls or bats) as nesting/roosting sites or foraging grounds. It is therefore strongly advised that relevantly qualified specialists are engaged to carry out the necessary surveys at the appropriate time of the year and that the findings of these surveys are submitted with any planning application, together with appropriate mitigation.

2.18 Incorporating wildlife-friendly elements (such as bat-roosts) in any conversion of a rural building should be considered as a matter of course.

Fig 2.50



Fig 2.50 Bat roost incorporated into the rebuilt gable of a converted barn

3 Specific Issues

3.1 In planning terms, by far the most contentious aspect of a change of use is the visual impact on the fabric and character of an existing building arising from the introduction of new openings to serve that change.

3.2 Although there is no 'right' to a view, appropriate solutions will need to meet current and emerging standards for insulation, access, escape and light. It is likely, however, that acceptable 'bespoke' solutions may not be entirely convenient from a functional point of view.

3.3 Existing, or previously existing openings should be used as a priority, even where this may result in a less than ideal internal layout. New openings should be kept to an absolute minimum and introduced only where they are essential. As bathrooms, toilets etc. are not required to have natural light under the Building Regulations, the insertion of new windows or rooflights to serve them will not normally be supported.

3.4 The size and location of new openings to meet Building Regulations requirements should take account of the building's construction and the need to avoid an overly-domestic appearance. Cutting through historic timber-framing should be avoided as a matter of course, with any new windows or doors (of an appropriate size and detail) being placed either between existing frame elements or against their external face.

3.5 Where there is a large, full–height opening and sufficient internal depth to the building (such as occurs with a barn), an appropriately detailed, recessed glazed screen could be constructed. Set back sufficiently far from the main wall-plane, this would create an 'external' space for the purposes of the Building Regulations. Glazed reveals could be used to accommodate ground floor doors and upper floor escape windows and maximise the amount of natural light to the interior.

3.6 Additionally, such an arrangement would reduce the need for new openings to the existing external walls and minimise the reflection of sunlight from such a large, glazed screen. Retaining fully-functional external doors that could be shut would also add to the security of the property.

3.7 In certain circumstances, the insertion of rooflights may be acceptable. They should, however, be kept to a minimum and would normally be expected to be of an 'industrial' character, size and detail.

3.8 Without some detailed evidence of their previous use on the building, proposals for dormer windows (or doors) are unlikely to receive officer support.

3.9 No reliance should be placed on the capacity of the building's existing fabric to carry additional floors, particularly in the case of timber-framed structures. Where such floors are required therefore, they should be designed to be independently supported and details provided accordingly.

3.10 Similarly, where new work would be intended to abut existing fabric, details of the proposed interfaces will be required to demonstrate that there is a capacity for differential movement.

3.11 Where there is no reasonable evidence for original ceilings, their introduction for upper floors (whether existing or proposed) will generally be resisted, although some relaxation may be forthcoming where toilets and bathrooms are proposed, dependant on their location.

3.12 It is expected that existing floor levels and roof timbers will be retained in order to maintain the essential character of the building. Some minor inconveniences may be expected in terms of the location and size of beams, braces, struts and posts, and it is down to the skill of the designer to minimise these, rather than relying on their removal.

3.13 With regard to ventilation, this should be achieved as inconspicuously as practicable. The incorporation of visible trickle-vents into windows is normally unacceptable. Consideration should therefore be given to providing ventilation with minimal visual impact externally (such as under the eaves or through ridge tiles. In the case of some building types, the original function may give rise to alternative means of providing ventilation.

3.14 The provision of heating also requires special care on the part of the designer. The use of underfloor heating might be considered, particularly where timber-framed buildings are concerned, as its impact on the fabric of a previously unheated building is likely to be far less than that from localised heating such as a wood burning stoves. Such an arrangement would also remove the need for external flues/chimneys which tend to be highly visible and rarely in character and will not normally receive officer support.

3.15 Where fuels such as oil or bottled gas are being considered, it is expected that the necessary storage tanks will be concealed in a manner appropriate to the building and its site and any external pipework kept to an absolute minimum.

Fig 3.1

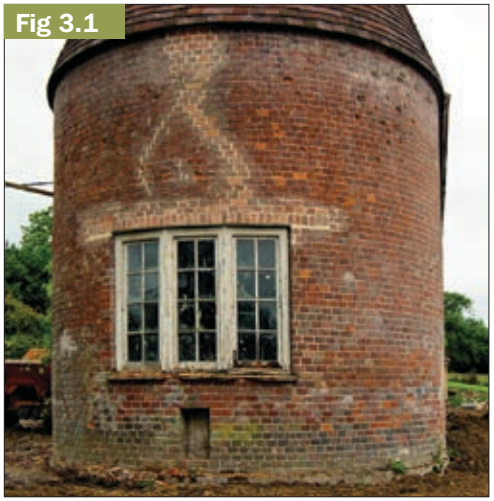


Fig 3.1 Repairs necessitated by structural failure following insertion of large new opening in oast roundel

4 Agricultural Buildings

4.1 Farming practice evolved over the centuries from isolated holdings within forest clearings by way of the 'model farms' of the Agricultural Revolution to the increasing specialisation of the twentieth century.

4.2 This process of evolution has left its mark on the landscape in the form of field boundaries, trackways and managed woodlands. The associated built form varies from isolated buildings through farmyard groups to farmsteads, some of which form the nucleus of settlements.

4.3 The range of traditional agricultural building types evolved to meet established, often labour-intensive, farming practices and could generally be expected to include some, if not all, of the following :

- Barn (of varying size and sometimes incorporating other uses)
- Oast house (which could also be considered an industrial building)
- Cow house (or byre/hovel)
- Dairy
- Granary
- Cart-shed (sometimes combined with the granary)
- Stable
- Pigsty
- Dovecotes

Fig 3.2



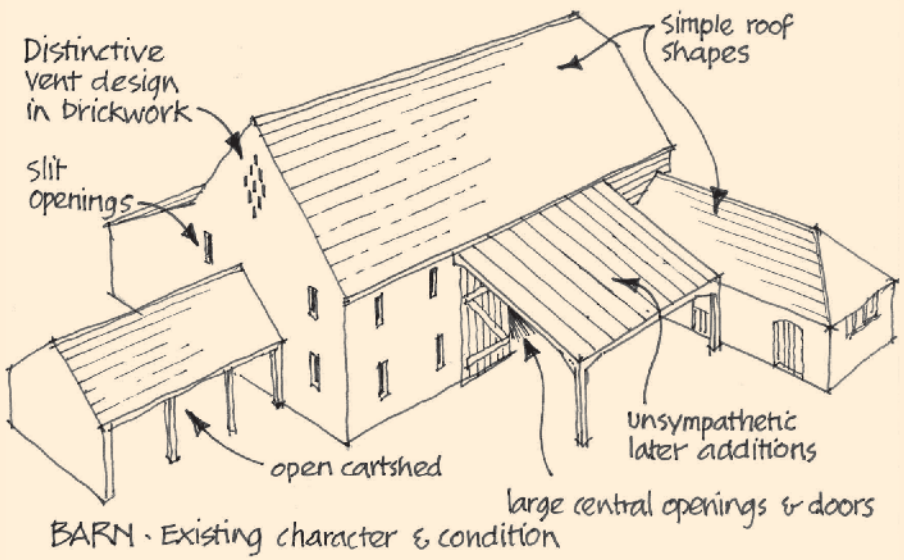
3.2 An oast conversion with few new openings visible to the passer-by

Fig 3.3



3.3 Overly-domestic additions, from the canopied porch to the chimney, have effectively overwhelmed the character of the original oast

Fig 3.4



Taken together, these drawings demonstrate how inappropriately the conversion of redundant agricultural buildings could be carried out, and also provide an idea of how a 'good' conversion could be achieved without adversely impacting on the original character of the buildings.

Fig 3.5

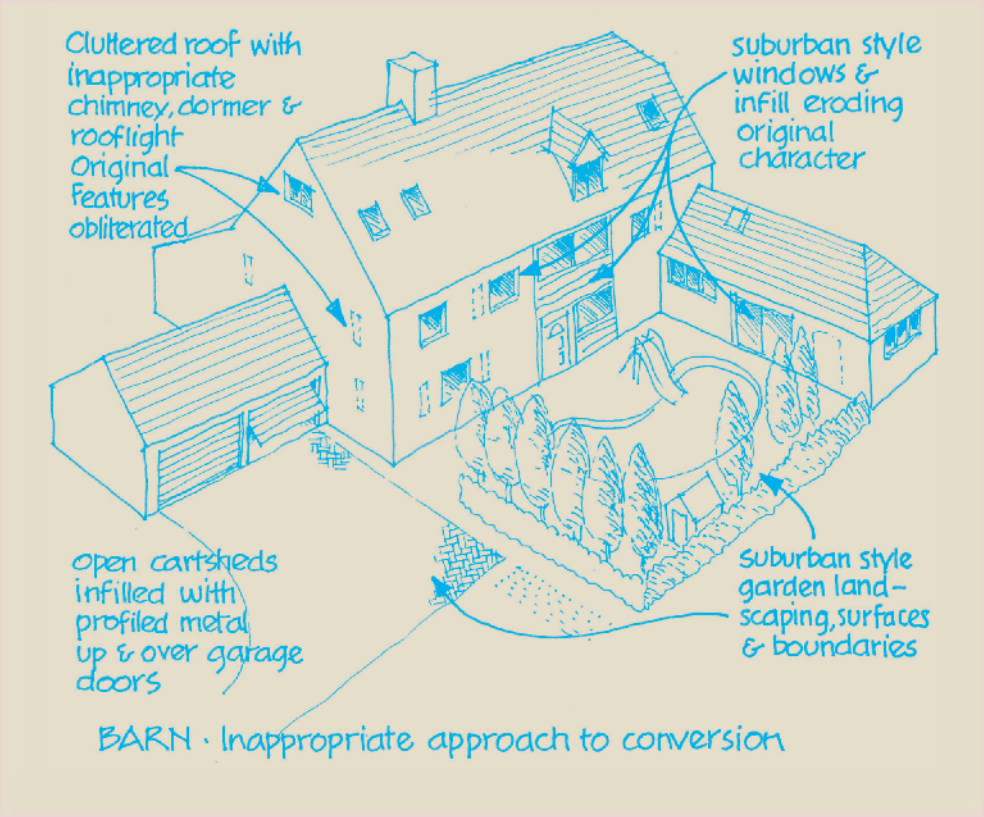


Fig 3.6

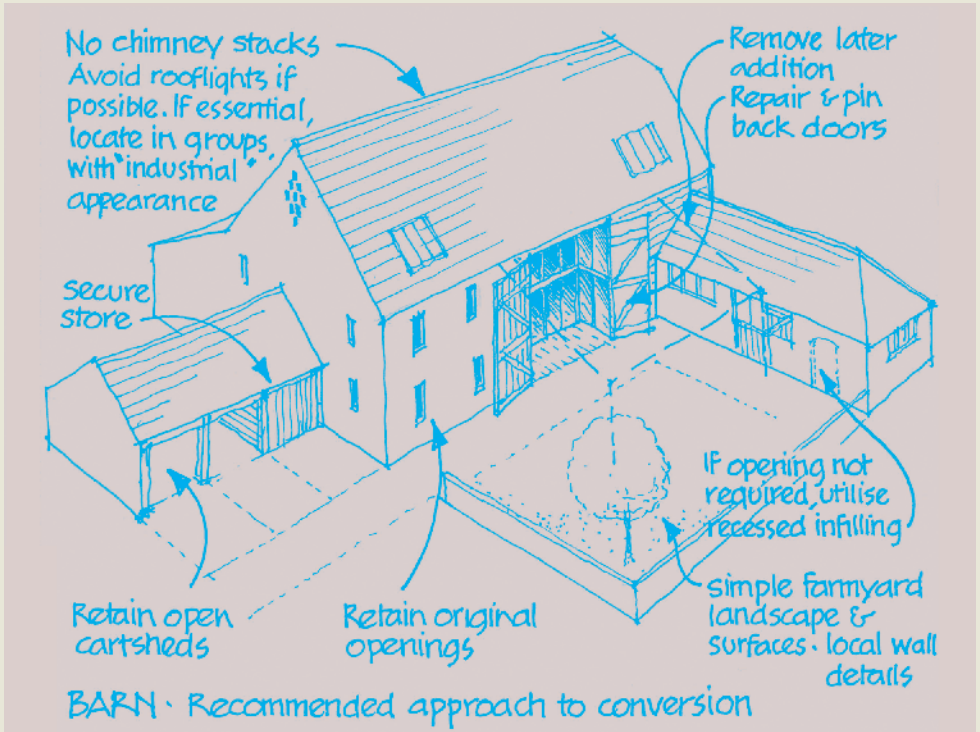
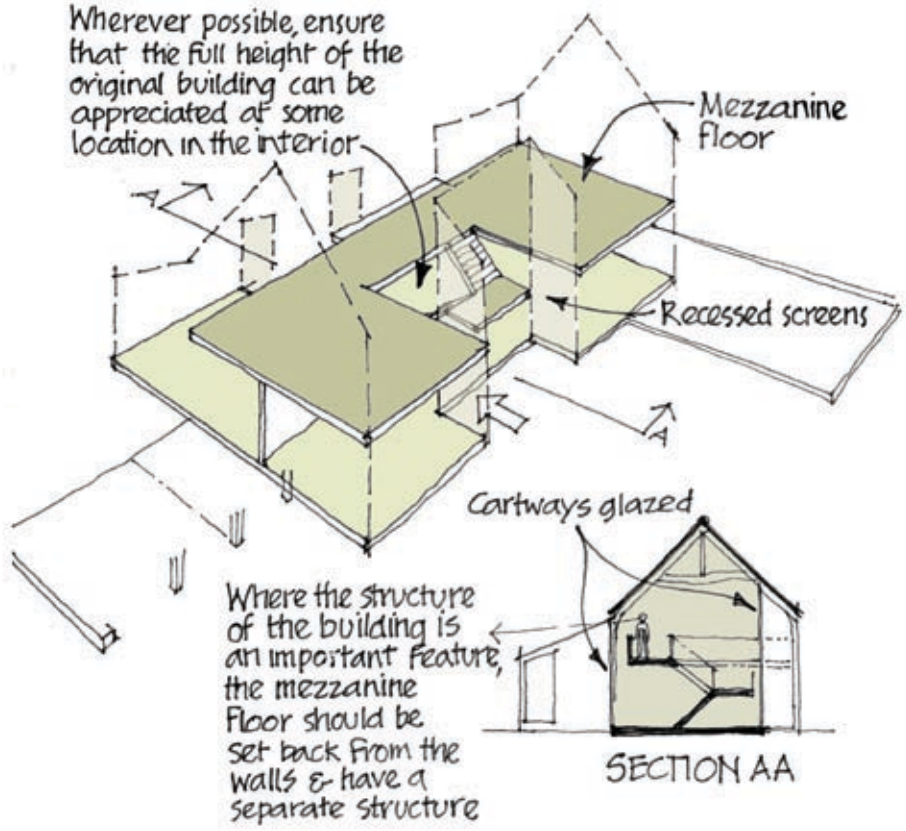

No chimney stacks
Avoid rooflights if possible. If essential, locate in groups, with industrial appearance
Remove later addition
Repair & pin back doors
Secure store
If opening not required, utilise recessed infilling
Retain open cartsheds
Retain original openings
simple farmyard landscape & surfaces · local wall details
BARN · Recommended approach to conversion

Fig 3.7


Wherever possible, ensure that the full height of the original building can be appreciated at some location in the interior
Mezzanine Floor
Recessed screens
A
Cartways glazed
Where the structure of the building is an important feature, the mezzanine floor should be set back from the walls & have a separate structure
SECTION AA

4.4 The type, design, materials, size and grouping of buildings associated with each individual holding would depend very much on its location within the District and what type of farming was being practiced.

4.5 Largely due to strict hygiene standards and increasing mechanisation, many of these traditional buildings have proved unable to accommodate change, either physically or cost-effectively. New structural types of building have therefore appeared in more recent times to meet changing circumstances, including Dutch barns, portal-frame buildings and rearing sheds.

4.6 This has led to increasing numbers of traditional buildings becoming redundant, and alternative uses being sought for them.

4.7 In addition to the guidance provided in **2** and **3** above, there are likely to be other design issues relating to certain specific traditional agricultural building types which would require consideration :

- Oast roundels should be reserved for non-habitable uses (such as stairs or bathrooms) if proposals would otherwise require the insertion of new openings
- Oast cones are generally unsuitable locations for rooflights and it is expected that traditional Sussex cowls should be retained or reinstated in working order so that they can turn with the wind
- Glazing to the open bays of cart-sheds, byres and hovels, between or outside the posts, is considered out-of-keeping and other forms of infill more 'in character' should be considered
- Where it is proposed to fit glazed screens within existing door openings these should be recessed and the original door(s) retained, fully functional, for closing across the opening
- Existing ventilation slots and openings should not be blocked or covered over externally. The use of glazing to the inner wall-plane could be considered as a possible alternative
- Where there is no evidence of fascias, soffits and bargeboards having been used originally, their introduction will not normally be supported
- Originally, most agricultural buildings would have had no gutters or downpipes. Where these are required, they should be of cast metal with the gutters being supported off brackets set into the walls or spiked onto the rafter ends
- The addition of such elements as cupolas, lanterns, dovecotes andclock turrets to existing or new buildings will not normally be supported unless there is evidence for their previous use
- Where the building forms part of a larger group, it is important that the utilitarian character of any associated farmyard should be retained. The use of modern fencing or block paviors, or the setting out of a garden in such an area, would be unlikely to receive officer support
- Where existing ancillary buildings (such as pigsties) are considered to serve no useful purpose under the proposed new use, their retention as part of the group would normally be expected. However, where this can be shown to compromise the overall scheme removal could be considered

4.8 In those cases where non-traditional building types (such as Portal-frame) are being put forward for conversion, it must be demonstrated that their retention would be of specific benefit to the area and that the proposed detailing would be in keeping. For such buildings, it may be difficult to present a supportable case for residential conversion.



Fig 4.1 General scatter of farm buildings



Fig 4.2 Multiple courtyards added over time



Fig 4.3 'Model' farm arrangement

Fig 4.4



Fig 4.4 Successfully converted former dairy

Fig 4.5



Fig 4.5 Originally part of a large house but last used as a granary this building has successfully reverted to domestic use

Fig 4.6



Fig 4.6 Unconverted barn – care needed to avoid loss of historic detailing and character which would result from insertion of windows

Fig 4.7



Fig 4.7 A modern barn, making little positive contribution to the quality of the area, which is unlikely to prove acceptable for conversion

Fig 4.8



Fig 4.8 Scheduled remains of dovecote forming part of historic farmyard group, the conversion of which would be problematic

Fig 4.9



Fig 4.9 By their very nature, some agricultural buildings, such as this dovecote, do not lend themselves to easy conversion

Fig 4.10



Fig 4.10 Whilst in principle such outbuildings may be convertible, proximity to other properties may rule against separation

Fig 4.11



Fig 4.11 Here, careful design has ensured that this converted barn does not detract from the setting of the neighbouring listed building

5 Industrial and commercial buildings

5.1 The area's involvement in early industrial processes, most notably ironworking and the manufacture of cannons, also had a significant impact on Wealden's landscape. The most obvious landscape remnants of these processes to have survived are the coppiced woodlands and the ponds. These ponds served both mills and forges, some of which still survive, although few still retain their original use.

5.2 The range of industrial building types which can be found around the District is not limited to such local industries but also includes those which arrived with the modern age to service the increasingly varied needs of the community. Overall, this class of building could be considered to include the following :

- Oast house (discussed above under its agricultural role)
- Mill (both wind and waterpowered)
- Forge or foundry
- Warehouse
- Factory
- Utility (Electrical Generation, Waterworks, Telephone Exchange etc.)
- Hospital (including Asylums)
- Workhouse
- Railway
- Shop

5.3 In the majority of cases, the best use for these largely utilitarian buildings is that for which they were originally designed. However, because of advances in techniques and technologies coupled with changes in market demand, some of these buildings are effectively redundant. Their size, location and planform may also have affected their long-term viability, resulting in a search for alternative uses.

5.4 Where application is being made for an alternative use for such commercial buildings, it is expected that evidence of appropriate marketing under their established use will be provided to substantiate their redundancy.

5.5 Of the types listed in **5.2** above, windmills themselves are rarely capable of conversion, although this might not be true of ancillary buildings. Watermills, warehouses, factories, hospitals and workhouses tend to have numerous existing openings and can accommodate a wide range of alternative uses.

5.6 The most problematic industrial buildings, from the point of view of alternative uses, tend to be those types which are of relatively small size but have unusually tall internal spaces. This includes the range of utility buildings and some forges, foundries and workshops.

Fig 5.1



Fig 5.1 Derelict post-mill which, although relatively intact, could not be converted to residential use without loss of character

Fig 5.2



Fig 5.2 A successfull conversion of a former rolling mill to office use

Fig 5.3



Fig 5.3 Listed remains of round-house to a former post-mill. In a dangerous condition, an innovative solution was required

Fig 5.4



Fig 5.4 This 'contemporary' solution provides accommodation whilst reflecting the original character of the former post-mill

5.7 In addition to the guidance provided in **2** and **3** above, there are other design issues relating to certain specific aspects of industrial building types which also require consideration:

- Large, multi-storeyed industrial buildings dating from the mid-eighteenth century or later tend to be of 'fireproof' construction. This can mean that headroom to each floor is limited and any internal alterations, including the routing of services, become major structural engineering problems
- Where existing windows would rise through proposed inserted floor levels the floor at those points should be set back and a lightwell formed. Details relating to internal lighting arrangements and colours to trimmers etc. should be so designed as to have the minimum visual impact on the exterior. Where existing windows have a defined horizontal division (transom), the inserted floor should ideally be aligned with this
- With certain building types their limited plot-size may lead to problems regarding the provision of adequate amenity space, including for off-road parking and on-site sewage disposal
- The conversion of redundant railway buildings can give rise to specific issues regarding their location, particularly if they are adjacent to working lines or former lines which have been changed to public footpaths and cycleways. Due consideration may be required to ensure that an appropriate enclosure is designed to provide a private amenity area

5.8 Where alternative uses are being proposed for any industrial or commercial building, it is appropriate to consider the environmental implications of previous uses and how these might be mitigated. A report from an experienced specialist may be required as supporting documentation, for any submission to demonstrate that this issue has been satisfactorily addressed

Fig 5.6



Fig 5.6 Residential use of a former flour mill, retaining signage

Fig 5.7



Fig 5.7 Redundant hospitals have potential for residential conversion, but subdivision of the curtilage should be avoided

Fig 5.5



Fig 5.5 Conversion of utility buildings in the open countryside to residential use can prove particularly problematic in principle

Fig 5.8



Fig 5.8 Where the conversion of redundant shops is being considered, their commercial character should be retained

Fig 5.9



Fig 5.9 Former signal box now used as a Taxi control centre

6 Chapels

6.1 The declaration of redundancy for a place of worship is a highly emotive topic, given the part it probably played in the social history of the local community. Matters are often made worse when the question of possible demolition or change of use is proposed.

6.2 Chapels tend to have a shorter history than the majority of churches and are likely to have a less-varied architectural presence. However, the character that they do have tends to be unique and needs to be safeguarded.

6.3 In addition to the guidance provided in **2** and **3** above, there are design issues relating to the specific role of the chapel in the community which require careful consideration :

- As with some industrial buildings, chapels often have limited plots which can cause problems with regard to amenity space, parking etc. In some cases, however, resolving this issue is made more difficult by the fact that it may be set within a former burial ground. Although it is expected that any initial sale agreement would address the issue of the future use of any burial ground, including access for relatives, inappropriate landscaping, storage and temporary structures could have a significant, detrimental impact on the building and its setting
- Any memorials and structures of historic interest (such as gates, railings, paths, outbuildings) should be retained *in situ*
- Existing decorative or stained glass, bellcotes, bell turrets, porches etc. should be retained in situ so as to preserve the historical evidence for the building's original use. Internal subdivision should be reversible and ensure that no original internal decorative schemes (such as stencil-work, wall paintings and texts) are damaged or inappropriately concealed

Fig 6.2



Fig 6.2 Former chapel's original character totally obscured by domestic detail

Fig 6.3



Fig 6.3 Converted chapel hidden from sight by inappropriate screening

Fig 6.1



Fig 6.1 This residential chapel conversion was achieved with minimal external change

Fig 6.5



Fig 6.5 Initial impressions are that this chapel's character is unaffected by the conversion, but Fig 2.48 shows the reality

Fig 6.6



Fig 6.6 The original features have been retained externally, unaffected by the floor inserted internally

Fig 6.4



Fig 6.4 Another chapel conversion where the quest for privacy has compromised its setting and characte

Fig 6.7



Fig 6.7 Cleared interior of a chapel showing the original decoration which may be required to be retained *in situ*

7 Summary

7.1 Where the re-use and conversion of rural buildings is being considered, the above should be seen for what it is, guidance. Although every effort has been made to address the issues which most often arise in dealing with such applications, every case tends to be different and has to be considered on its own merits.

7.2 When making a submission, however, it is essential to include all the necessary drawings and supporting documentation. For those applications of the type where extensive alterations and additions are proposed it is suggested that the following be provided, as appropriate :

- Marketing Report
- Structural survey, to include details of proposed structural works (such as underpinning, stitching etc.)
- Protected Species Survey Report and mitigation strategy
- Archæological Report and mitigation strategy for historic buildings, detailing their development over time and assessing the implications of the proposed works for the building
- Separate sets of 'as existing' and 'as proposed' drawings to a common scale, preferably 1:50 (minimum)
- Frame drawings for timber-framed buildings at 1:50 scale, clearly marked up to indicate intended repairs, replacement and removal
- Joinery details at 1:10 scale for elevations and 1:1 for sections
- Specifications/Methodology giving details of materials and methods to be used, including for interfaces and 'making good'

7.3 Please note, failure to account for the requirements of the current Building Regulations may necessitate the submission of a fresh application where compliance with those Regulations would result in changes to approved plans.

Technical guidance notes on specific topics will be issued and updated from time to time by the Council. Please check the Council's website or contact the Planning department for up-to-date details.



Alterations and extensions to listed buildings

12

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6 The treatment of roofs
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8 Windows, doors and openings
9 Window and door detailing
10 Curtilage and setting issues
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12 General issues relating to external elevations
13 Summary

Where appropriate, the following symbols are used :

- Practice or Example generally acceptable
- Aspects of Practice or Example may be acceptable in specific circumstances
- Practice or Example not recommended

1 Background

1.1 The term 'listed building' is used to refer to the buildings and structures which appear as entries in the current *List of Buildings of Special Architectural or Historic Interest*.

1.2 Although there is, in effect, a national List for England, this is made up of a number of volumes (often referred to as 'greenbacks' because of the original colour of their covers) each covering either a number of parishes or a single town or city within a given District. The current volumes incorporate the findings of field surveys carried out throughout the country, mostly in the 1980's, with subsequent additions ('spot listings') and revisions.

1.3 In Wealden's case, there are two volumes covering the areas of the former Rural Districts of Hailsham and Uckfield which were issued, respectively, on the 12 August 1981 and 31 December 1982.

1.4 It is important to note however, that the content of these volumes does not conform to the guidelines issued in 1982 to the Field Inspectors carrying out the survey work at that time as, effectively, the preparation of the current Wealden Lists predates these guidelines.

1.5 As a direct result, rather than every building or structure which was deemed to be of sufficient merit being included as an individual entry in the List, considerable reliance was placed on the 'curtilage' aspect of the relevant legislation to provide statutory protection to historic groups.

1.6 Under the legislation 'curtilage listing' applies to buildings or structures which:

- Are located within the curtilage of the main building in a List entry
- Have a use ancillary to, or association with, the main building, past or present
- Predate 1 July 1948

Such buildings or structures have the same protection as those appearing as individual entries on the current List.

1.7 In the context of Listed Buildings, the interpretation of 'curtilage' has changed over time to reflect case law. Although ownership – both historic, current, and as it was at the time of listing – is relevant, the fact that there may be a road or river between the main building and an ancillary building would not necessarily disbar the latter from being treated as 'curtilage listed'.

1.8 In addition to Planning Permission or Building Regulations Approval, Listed Building Consent (LBC) would be required for any alterations or additions proposed to either the exterior or interior of the building where such works would affect the character of a listed building.

1.9 There are three grades of listing, I, II* and II. In effect, the grade given to a List entry reflects its relative architectural/historical importance in national (sometimes international) terms. *All* listed buildings – no matter what their grade – enjoy the same protection under the law.

1.10 Unfortunately, it is still not unknown for owners and potential purchasers of listed buildings to be (wrongly) informed that

"If it's grade II it's only the front that's protected" or

"Only those things specifically mentioned in the List entry's description are protected".

These views are incorrect and, if applied, could lead to possible enforcement action where unauthorised works have been carried out.

1.11 Failure to obtain the necessary Consent prior to carrying out works makes them unauthorised and is potentially a criminal act which may result in action being taken against those responsible. Such action could include enforcement and prosecution, leading to possible imprisonment and/or a fine.

1.12 Although the ability of a Local Planning Authority (LPA) to take action against unauthorised works under either Planning Permission or Building Regulations, lapses after a certain period, this is *not* the case where such works have been carried out to a listed building. The offence does not have any 'time expiry'. In addition, as the liability for putting matters right is passed on to any subsequent owners of a property, failure to address the matter to the satisfaction of the LPA may affect potential sale.

1.13 For clarification, the descriptive text that appears in individual List entries is intended solely for the purpose of identification and must not be regarded as a comprehensive statement of the important/protected elements. The content and quality of these descriptions varies considerably. As those in the current Wealden Lists were prepared prior to the issuing of the 1982 guidelines, they are relatively brief and of a generally poor quality, particularly when compared to the extensive descriptions accompanying spot-listed additions to the List.

Fig 2.1



Fig 2.1 The essential characteristics of each listed building need to be understood and appreciated from the outset

2 Preparing an LBC application

2.1 As most listed buildings tend to be unique, proposals for alterations and/or extensions are considered on an individual basis. It is important to emphasise that LBC would be required both where it is intended to substitute a current design for original glazing and where traditionally-detailed windows are proposed to replace existing modern fenestration.

2.2 This is because LBC is required for any change to the character of a listed building *as it was at the time of listing*. If, therefore, the building incorporated modern windows at that time, their replacement would constitute a material change to its character.

Fig 2.2



Fig 2.2 Knocking through between one room and another needs to be 'justified' - archaeologically and architecturally.

Fig 2.3



Fig 2.3 Poor quality timbers were never intended to be exposed and to do so in the belief that it adds character is mistaken

2.3 In considering such an application, information on the historical development of the building over time and the relevance of particular features or details will all assist consideration of the proposals.

2.4 If, for instance, a contemporary-style extension had been added to a Georgian house in the 1920's, the substitution of Georgian windows for the 1920 originals would not normally be considered appropriate as this would visually distort our ability to interpret the building's historical development. Similar issues can arise with regard to other types of work for which Consent is often sought including:

- Removal/knocking through of existing internal walls and the subdivision of existing spaces
  (These types of work can significantly and adversely impact on the original planned layout)
- Removal of ceilings to expose timbers
  (Historically, ceilings could both serve the practical purpose of assisting the penetration of natural light through reflection off a flat surface and as a status symbol; where beams and joists were intended to be exposed, they would normally be of a common quality and often incorporated decorative detailing, such as chamfering. In contrast, as timbers supporting ceilings were not intended to be seen, those used for this purpose were often of poor quality and varying section)
- The removal or replacement of historic detailing and elements
  (fireplaces, hearths, doors/door furniture, staircases, plasterwork – decorative or otherwise – and flooring)
- Remodelling of existing kitchens and bathrooms
  (Probably not an issue if original/ historic fittings are not being removed. The implications of pipe and electric runs, ventilation, lighting and tiling for the fabric may need to be considered. Historic walls, ceilings, renders and their finishes are normally constructed to be flexible and 'breathe'. The application of inflexible/impervious finishes such as tiling can, therefore, be harmful)
- Provision of additional en-suite facilities
  (May necessitate subdivision of rooms and normally requires new pipework runs which, if external, can be visually harmful and, if internal, could compromise historic fabric and spacial treatment)
- Insertion of injected damp-proof courses
  (Depending on the nature of the wall material, such work can result in serious physical harm to historic fabric and may even prove of limited effective value. The removal of original internal finishes up to a metre in height and replacement with non-traditional materials is likely to prove particularly damaging as such treatments tend to be impermeable)
- The addition of a 'conservatory'
  (Often of a relatively standardised type, rarely in keeping with the status of the building)

Unsympathetic works can have a disastrous impact on the historic character of a listed building and will not normally receive support.

2.5 Repair and maintenance work is equally critical in ensuring that the historic fabric of the building will endure. Although LBC is not normally required for such types of work as long as it does not adversely impact on the building's essential character, the extent of the works and the choice of materials may necessitate an application being made.

2.6 For instance, although localised repointing of masonry walling might generally be considered a repair, the use of a cementitious mortar could cause damage to the fabric. Even where an appropriate lime mortar is specified, if this was used on a large scale it could significantly alter the building's appearance.

2.7 The use of inappropriate tools and techniques such as disc-cutters (for removing existing pointing or forming openings) or sandblasting (for 'cleaning') is also likely to result in damage which will be irreversible. Even applying the wrong sort of paint can have unwelcome consequences.

2.8 In order to minimise potential problems it is therefore advised that owners should engage the services of an agent with relevant experience in dealing with listed buildings. Although owners may have their own specific requirements, they should be prepared to accept the advice of an experienced agent rather than risk refusal through intransigence.



Fig 2.4 Inappropriate cementitious repairs have caused damage to mouldings which needs to be addressed urgently



Fig 2.5 Horrendous 'repair' to a Listed Building using mis-coloured cementitious mortar and 'losing' a course of bricks



Fig 2.6 Inappropriate weatherboarding, finishing and cementituous mortar.



Fig 2.7 Poorly controlled sandblasting has eroded the softer wood, resulting in the 'ridging' of exposed grain



Fig 2.8 The use of non-breathable paint has contributed here to the rotting of the external weatherboarding



Fig 2.9 Detail of a part-repointed chimney stack showng the use of incorrect mortar colour and 'struck' finish

2.9 The Council has an obligation to safeguard the future of our built heritage, which is a finite resource, and will consider a current owner's desires and intentions in that light. It will seek to ensure that any proposals for alteration or extension are appropriate for the specific building and can be implemented without undue, irreversible, adverse effect on its historic fabric or essential character.

2.10 As the basis for any proposals, an accurate set of 'existing' drawings (plans and elevations) at a common scale (1:50 minimum) should be prepared as they will be required to be submitted as part of any application.

Fig 2.10

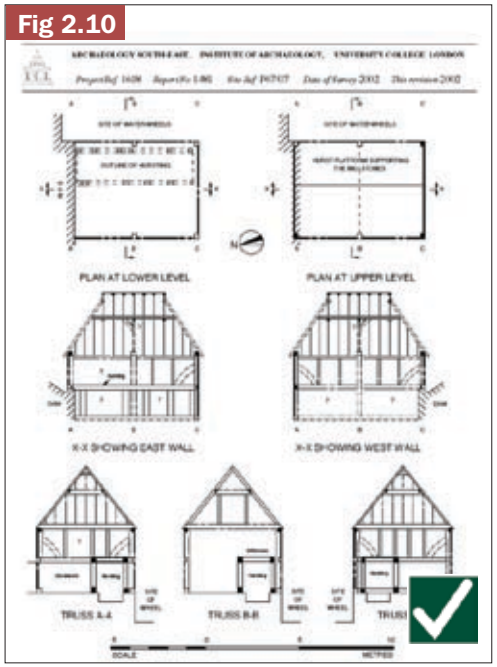


Fig 2.10 Detail from an Archæological Report on a C16 Mill showing a reconstruction of its original plan and elevations

2.11 Where initial proposals would result in significant extension and/or internal rearrangement, specialist information can assist both the agent and the Council in their considerations. An Archaeological Survey and Mitigation Strategy prepared by an expert with specific experience of the local building type(s) in question can often prove extremely useful and, indeed, may be required by the Local Planning Authority.

2.12 Such a Report would be expected to include a written description and sequential drawings, based on survey and surviving documentation, to show the historical development of the subject property. The content could then be used to work up a detailed proposal with a Mitigation Strategy being appended as necessary to identify and address any areas where the historic fabric would be affected.

Fig 2.11



Fig 2.11 Post-crash demolition was avoided after archæological examination established that this was the oldest part of the building

2.13 Be aware that, in addition to LBC, Planning Permission and/or Building Regulations may be required for the proposed works. It is particularly advisable to take the latter into account in any application for LBC in order to avoid having to re-apply where approved plans cannot meet the requirements of the current Regulations.

2.14 Attention is drawn to the fact that churches, which form an important and prominent part of our heritage, may be exempt from the need to obtain LBC for internal and external alterations. However, this 'ecclesiastical exemption', under the provisions of The Ecclesiastical Exemption (Listed Buildings and Conservation Areas) Order 1994, does not remove the requirement for planning permission to be obtained for alterations, changes or extensions which materially change the appearance of the building.

2.15 This exemption applies to all buildings whose primary use is as a place of worship in the following denominations which have their own internal systems of control to meet the criteria in Planning Policy Guidance PPG15 'Planning and the Historic Environment':

- Church of England Churches subject to the faculty jurisdiction or Care of Cathedrals Measure
- Church in Wales
- The Roman Catholic Church
- The Methodist Church
- The Baptist Union
- The United Reform Church

Fig 2.12



Fig 2.12 Although a Grade I Listed Building, internal works to the Church of St Nicholas in Pevensey enjoy Ecclesiatical Exemption

Fig 2.13



Fig 2.13 Even where they may be specifically listed, graves and tombs do not benefit from Ecclesiatical Exemption

2.16 From April 2008, the Standard Application Form 1APP, issued by Department of Communities and Local Government (DCLG), became the only legal way of submitting an application. LPA's are however, enabled to issue their own Local Validation Checklist to ensure the necessary information, plans and reports are submitted with specific types of applications.

2.17 Building Regulations are revised on a regular basis to both reflect changing standards and emerging technologies. Unfortunately, there is potential for the rigid application of the Regulations to cause physical and/or visual harm to an historic building and its fabric. Most listed buildings were built in times when local experience, rather than universally applied standards, determined their design, materials and constructional detailing.

2.18 In essence, the inappropriate use of a variety of 'modern' innovations - including, for example, double-glazing, inserted damp-proof courses, cementitious mortars and renders, plasticized paints, certain types of insulation and concrete tiles – can conflict with the statutory requirement to safeguard listed buildings. Fortunately, the Regulations recognise the special nature of listed buildings and there is a provision for exemption in circumstances where harm could result from their full implementation.

2.19 Such conflicts may not be recognised prior to the submission of the LBC application, or even its approval, as the Building Regulations that are applied are those current at the time of commencement of the works. If there has been a change in the Regulations which necessitates change to the development, a new LBC application may be required so that the implications of any such changes can be fully considered.

2.20 If in any doubt as to whether the works proposed (including repairs and maintenance) would require LBC, please contact the Council's Conservation and Design Section to check, making sure that you provide full details of the location, extent, and nature of the work.

2.21 There is always a high demand for pre-application advice, particularly from prospective purchasers. Unfortunately, other pressures on the specialist officers' time means that such meetings can normally only be accomodated where Grade I or II* buildings are concerned. It may, however, be possible to provide comment on proposals which have been sufficiently worked up as to identify their likely implications. As previously mentioned, Archaeological input may be necessary for such informed consideration.

2.22 A positive aspect of the LBC process is that it is possible to *zero-rate* certain works at source for VAT purposes; this requires that the building in question is :

- 'Listed' in its own right
- Currently in residential use, or will be as a result of the proposed works

and that

- The works in question require, and have received, LBC

2.23 Works of alteration, improvement or the reinstatement of (evidenced) historical features for æsthetic reasons are currently eligible for zero-rating; works classified as repair and/or maintenance would not qualify. Defining which works fall into each category is the responsibility of those administering the VAT process and views have varied throughout the country.

2.24 Be aware that this is different from the ability to reclaim VAT which may apply to certain owners. Effectively, those contractor(s) carrying out the works or supplying the materials who are registered for VAT purposes have to adjust their bills to reflect any zero-rating for eligible works. If intending to pursue this issue, obtain the latest guidance and information from the local VAT office and seek advice from your agent.

Fig 3.1



Fig 3.1 A 'Wealden' Hall House constructed of locally-sourced timber framing with daub infill panels and a Horsham slate roof

Fig 3.2



Fig 3.2 A C19th cottage with pretentions, employing costly details - burnt brick headers, red-brick surrounds and small-paned sashes

3 The treatment of historic fabric

3.1 The nature, quality and detailing of the materials used in the construction of an historic building is often dependant on its age, location, original function and status. Changes in materials or methods of usage tend to be influenced by technology, communications and 'style'.

3.2 Originally, work would be carried out using readily available local materials, (expensive) imported materials being used to publicly demonstrate status. In much of Wealden the standard form of construction would be timber-framing, with buildings at the lower end of the social scale tending to be of limited size using smaller-sectioned timber of varying quality (sometimes referred to as 'light scantling' and 'hedgerow timber').

3.3 Higher status buildings would normally feature good quality, well-proportioned timbers, often incorporating decorative detailing (such as chamfered edges) or arranged in an ostentatious manner intended to demonstrate their standing in local society (such as the expensive use of close-studding and carved bands and bargeboards, particularly on publicly visible elevations).

Fig 3.3



Fig 3.3 A high-status, mid-eighteenth century house with a classically-proportioned, symmetrical front elevation

Fig 3.4



Fig 3.4 A 'terrace' of listed buildings at the heart of a Conservation Area

3.4 It must be understood that, whilst a relatively large number of higher status buildings survive, often because of their continuing position in the local community, relatively intact examples of buildings of lesser standing tend to be rarer. This means that more care and detailed attention may be required to ensure the retention of apparently low quality elements within a building if they have a 'rarity' value than might otherwise appear to be appropriate.

3.5 The use of 'crude' materials, detailing and constructional techniques must not, therefore, be taken to mean that they are always of lesser importance than more 'refined' elements when preparing a scheme. In dealing with possible works to historic fabric, the following issues should be addressed :

- The type of materials used in areas where works are proposed and the availability of any additional, matching materials *('of identical dimensions, underlying colour, finish, texture and function')* which may be required for the works
- How interfaces between new and existing elements can be formed to allow for differential movement *(Such flexibility should not, however, be achieved through damage to the existing fabric. Accordingly, where practicable, fixtures should be confined to mortar joints and the use of mastics should be avoided)*
- The viability of using existing openings to access any new-build, including windows where the cill and walling below could be removed *(In all cases, existing widths and lintel heights should be maintained)*
- Whether the forming of new openings is viable or desirable, given the nature of the existing wall. For example, openings in rubble-cored walls and similar (stone, flint, cobble, bungaroosh) can lead to significant, undesirable rebuilding to adjacent areas. *(Removal of original timbers may also be unwelcome, especially if, as in the case of braces, soleplates and bressummers, they help to maintain the stability of the structure)*
- New rendering of existing walls will not normally be considered unless there is a demonstrable need to ensure the building's long-term future *(Any new or replacement render should be of an appropriate, breathable mix and finish, applied in a traditional manner)*
- Non-breathable renders and finishes, including sealants, plasticized and cementitious paints must not be used on historic fabric, particularly where brick or masonry is eroding. Lime-washes are the traditional solution, providing a breathable, sacrificial coat where repeated application adds to its strength and functionality

3.6 With specific regard to interiors, it is important to respect both the planform, as it developed over time, and the treatment of the various surfaces that define individual spaces and routes.

3.7 In the earliest open Hall dwellings, floors would have been of compacted earth strewn with rushes (or similar) to 'freshen' it. A central hearth provided some heat and considerable smoke with light and ventilation being by way of (largely unglazed) windows.

3.8 Over time, increasing levels of sophistication and technological improvements led to further subdivision. Upper floors were introduced, using wide planks carried on timber beams and joists. Originally, the undersides would have been left exposed but, eventually, ceilings were put in place, When limewashed, these had the additional benefit of helping to reflect light from the (often relatively small) windows. Separate smoke-bays also gave way to multiple fireplaces whilst hardwearing slab, tile or brick floors became the norm.

3.9 The Georgian period brought improved proportions, formality and symmetry. The availability of large glass panes coupled with sash windows provided external elegance reflected internally in the ornate fireplaces and decorative plasterwork.

3.10 In contrast, the Victorian period experimented with asymmetry and the revival of historic styles, including 'Gothick', with the latest technologies often sitting side-by-side with a variety of eclectic 'historic' detailing. Later generations saw the refinement and quality of the Arts and Crafts movement and the range of more 'modern' post-war styles and revivals.



Fig 3.5 Inserted floor in Hall house, the soot-blackened crown-post roof originally having been visible from the ground



Fig 3.6 High-status workmanship with moulded dais beam and stop-chamfered girder and joists that was intended to be seen



Fig 3.7 Soot-blackened decorative combed daub panel, once in a smoke-bay and later concealed by lime plaster and limewash



Fig 3.8 Such small, diamond-leaded iron casements in stone-mullioned surrounds would have given poor illumination



Fig 3.9 Early vertical-sliding sashes, with wide, oak glazing bars and crown glass, provided great flexibility and light



Fig 3.10 Mechanisation in manufacturing processes enabled the Victorians to experiment with form and detail

3.11 Most listed buildings rarely survive as their designers and builders intended them. With increasing age, the likelihood is that they will tend to incorporate elements from a variety of periods and styles, often owing much to the desire to be 'up-to-date', and of varying quality. It is important that due consideration is given to all original fabric of whatever period, and special care needs to be given to the following issues :

- The nature of the surviving original walls; these may take many forms including wattle-and-daub, lath-and-plaster, timber (with or without infill panels) or masonry *(Be aware that decorative combwork, painting or stenciling may have become 'unfashionable' and been concealed behind a later finish. Never remove an original wall's surface without first trialing a number of small test areas)*
- Keep the size of new openings through an original wall to the minimum necessary and leave a substantial 'stub' and downstand to assist future interpretation *(This also helps to avoid a poor junction between the former ceilings to adjacent rooms and, where relevant, will enable original cornicing to be retained)*
- Avoid using modern gloss paints on original timber as these may limit breathability and highlight imperfections *(Historically, timber may have been painted or decorated, sometimes to resemble different woods or even stone. Such finishes are easily lost by careless stripping and again, trialing small test areas would help to avoid 'mistakes')*
- In new work or repairs to existing, the re-use of second-hand timbers should be avoided *(Such use can compromise future interpretation of the historic record)*
- Original ceilings and associated decorative plasterwork should be retained, with all their imperfections; any necessary repairs should be carried out using appropriate traditional materials and methods *(This avoids either exposing timbers which were never intended to be seen or the bland 'flatness' of modern plasterboard)*
- The insertion of downlighters in lath-and plaster ceilings is rarely appropriate and can cause damage (*Potentially weakening the ceiling whilst heat generated by their use could result in dessication of the materials – linear runs of such lights merely align these areas of weakness)*
- Where it is proposed to subdivide an existing space, the new work should be scribed around existing cornices, rails, skirting boards and similar features *(Enabling its later removal without the need for extensive repairs to the original detailing)*
- Original masonry floors should not be taken up, even for repair, without first ensuring they can be relaid in exactly the same arrangement *(Numbering the individual elements will enable all of the historic wear patterns to be maintained)*
- Lowering existing floor levels can distort the original proportions of spaces and, where foundations are minimal, could lead to potential structural issues detrimental to the historic fabric *(Partial or differential underpinning of an historic building often introduces stresses through limiting its ability to move in harmony with localized, small-scale geological change)*
- Limecrete floors are preferable to the use of concrete as this form of construction provides both breathability and some degree of flexibility *(Where a concrete floor has to be used, it should not be butted hard up against the enclosing walls but rather incorporate a flexible – and preferably breathable – expansion joint in such locations)*

Fig 3.11



Fig 3.11 Mediæval wattle-and-daub infill

Fig 3.12



Fig 3.12 C19th decorative plaster ceiling with associated cornicing and framed wall panels

Fig 3.13



Fig 3.13 Original stone-flagged floor

4 Extensions

4.1 The opportunities for alterations and extensions to a listed building will largely depend on its age, type, style and location and how much it has previously been altered.

4.2 The fact that a building is listed should not, in itself, be used as the reason for not allowing alterations or extensions. There are, however, some instances where the principle of such works would be less supportable than others. These would include where:

- The building has been so altered in the past that further change could compromise its inherent 'special interest'
- Its style would necessitate extensions of considerable (possibly excessive) size in order to maintain existing character
- The size and nature of the plot would not permit an extension of an appropriate scale and design to be added
- Change would obscure interpretation of the building's original function *(particular where former agricultural or industrial buildings have been converted to residential use)*
- The building has survived virtually intact in its original form *(The older the building or the more unusual its type, the more difficult it may be to justify change as this could compromise what may be a unique historic record)*

4.3 Where alterations and extensions are acceptable in principle, they should normally be designed to be subordinate to the main building (both physically and visually) and sympathetic to its character, both original and existing. As previously noted, this does not mean that appropriately-detailed contemporary designs should not be used. In general, extensions need to:

- Respect the form and character of the listed building and its setting *(Including views both into the site and out)*
- Be subordinate in nature to the existing building *(If the main building doesn't have dormers, including them on an extension may be inappropriate)*
- Be as compact as possible, avoiding the inclusion of elements which would increase scale and massing without being demonstrably necessary for functionality
- Ensure that, where a traditional approach is intended, proportions, detailing, methods and materials used are appropriate for their intended purpose in the selected location *(for instance, the use of metric bricks in stretcher-bond using cement mortar with struck pointing to the joints will almost certainly sit poorly alongside the original, imperial brickwork in Flemish bond with flush lime-mortar pointing)*
- Avoid removing, damaging or concealing historic, original features unless there are no alternatives, no matter whether they are less than ideal from the point-of-view of convenience *(Re-use of some elements, may be possible but a clear record should be kept to ensure the interpretation of the building's historical development is not confused)*
- Have a roof-form appropriate to its use, location, and relationship to the pre-existing building *(where there may be no practicable alternative other than a flat-roofed construction, this should make use of suitable traditional materials. Appropriately-detailed parapets could be considered, particularly where they would conceal lantern lights or guttering)*

Fig 4.1



Fig 4.1 Virtually untouched catslide roof merits retention but the cottage is too small to justify the cost of necessary extensive repairs

Fig 4.2



Fig 4.2 The approved extension avoids the need for new openings in the cottage and is sunk down to minimise its impact

Fig 4.3



Fig 4.3 A simple glazed link fits underneath the original, low eaves against the existing door, providing direct access to the extension

Fig 4.4



Fig 4.4 Glazed links need not be of any great size; here a glass 'slot' creates a 'light' link between new and old

Fig 4.5



Fig 4.5 A contrasting but simple approach removing unsightly later accretions and creating a new, private courtyard providing direct links through to the outbuildings and the garden

Fig 4.6



Fig 4.6 A bespoke approach to extending - and thereby saving - this former mill, including the 'reinstatement' of the buck

Fig 4.7



Fig 4.7 Extension viewed from within newly created courtyard

Fig 4.8



Fig 4.8 View of 'courtyard' looking towards side of main house, prior to present extension

Fig 4.9



Fig 4.9 Listed remains of round-house to former post-mill. In dangerous condition, requiring an innovative solution

Fig 4.10



Fig 4.10 A former mediæval Parsonage extended sympathetically in Victorian times

Fig 4.11



Fig 4.11 A typical example of 'Gentrfication', when a new front in the latest style was applied to the original, unfashionable house

Fig 4.12



Fig 4.12 The creation of a new entrance and additional space in this manner would now be considered out-of-keeping

Fig 4.13



Fig 4.13 A poorly-detailed, disproportionately large extension is out of character with these Victorian Gothic semis

Fig 4.14



Fig 4.14 A third gabled wing modelled on the originals was here considered more appropriate than an earlier, large single-storey extension

Fig 4.15



Fig 4.15 The hipped, single-storey extension is generally subordinate but the use of close-studding is confusing and inappropriate

5 Glazed structures

5.1 Where it is proposed to add a glazed structure to a listed building, the following points should be noted :

- With dwellings, the structure needs to be appropriate to the status of the listed building. 'Conservatories', tending to be relatively large and ornate, would normally be expected to be found on larger detached houses whilst properties of lesser standing might have lean-to 'vineries' of varying sizes
- The application of glazed structures to agricultural, commercial or industrial buildings would be relatively rare, perhaps limited to those areas where light 'under cover, was essential. One of the earliest examples of such usage was to be found in early photographic studios where as much daylight as possible was needed to cut down on exposure time

Fig 5.1



Fig 5.1 A large modern vinery which could provide inspiration for glazed structures associated with listed buildings

- The essentially utilitarian character of converted agricultural, commercial or industrial buildings means that 'domestic' types of glazed structures are generally inappropriate for use on them
- Polygonal terminations to glazed structures – particularly those of a small size – would rarely be found in traditional examples. Conservatories tended to be rectangular or incorporate semi-circular, semi-domed elements, whilst vineries had simple monopitch roofs, often with very low eaves to assist the vines gaining purchase
- In certain very specific instances, the construction of a formal 'orangery' style of glazed extension may be an appropriate solution, but such occasions are fairly rare and require bespoke treatment
- Traditional materials will need to be used throughout, either sustainable timber or narrow-sectioned metal, with glass
- Historically, the width of individual lights would have been around 18" (450mm) and this should be used as the basis for modern interpretations, unless a module more relevant to the specific building can be agreed *(Ideally, the width of the glazed roof and wall modules should be identical and vertically aligned)*
- Side-opening casements are normally inappropriate, particularly where they may be of two or more lights. Rooflights at the apex or top-hung lights – either full-height or, in certain styles, as vertical fanlights – may be acceptable alternatives
- Doorways should not break the eaves-line of a glazed structure but where they have to, a simple leaded flat roof with side cheeks should be used. Pedimented insertions tend to be out-of-place in any but the most ornate designs for high status buildings

Fig 5.4



Fig 5.4 This fairly simple modern structure replaced an unsightly Edwardian addition

Fig 5.5



Fig 5.5 An overtly modern solution fits elegantly into a site where the house comprises 3 distinctly different styles

Fig 5.2



Fig 5.2 The original vinery associated with the Mill House has been refurbished after a period of disuse

Fig 5.3

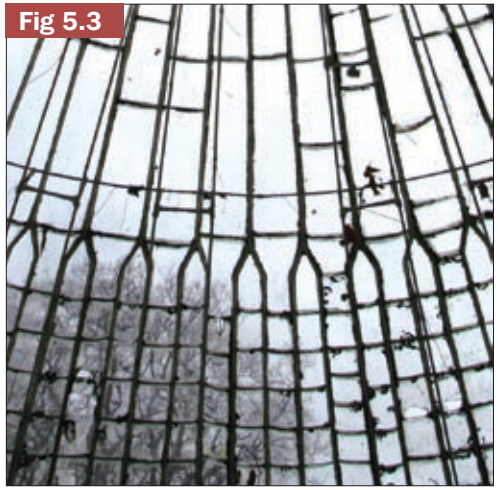


Fig 5.3 Detail of original metal glazing bars to semi-domical roof of mid C19 conservatory

Fig 5.6



Fig 5.6 A modern approach often offers the solution where there are competing styles.

Fig 5.7



Fig 5.7 The design of this 'wrap-around' arrangement avoided making further openings in the flint walls and has a low ridge height

6 The treatment of roofs

6.1 The pitch, covering and detailing of roofs is normally a major element in the character of any building and this applies more so to an historic building where these aspects can provide considerable information about the property, its use, development and status.

6.2 Thoughtless alteration, such as the substitution of machine-made clay plain-tiles for handmade clay peg-tiles can result in a disproportionate – and detrimental – change in the building's essential character. Accordingly, when dealing with roofs, their construction and coverings - original or new - the following should be borne in mind :

- Historic timbers should not be removed or replaced without prior consultation with the Council. Their treatment and retention, with inserted modern timbers taking the load as necessary, is preferred
- Where existing timbers retain signs of tar-ropes (from thatching), soot-staining and/or wattle and daub/lath and plaster infill panels, these elements must be safeguarded during the course of works and should not be removed without the explicit written approval of the Council
- As a matter of course, every effort should be made to retain and reuse existing historic roof coverings. Where sufficient survives to cover only one or two slopes, those most publicly prominent should be preferred, subject to their relative weathering conditions
- Roofing materials should be selected to match or complement historic traditional materials used elsewhere on the property. A colour match with the unweathered underside of existing original plain clay tiles is desirable to ensure that the long-term appearance of the roof will be as uniform as possible *(Various 'natural' sprays can be applied to new tiles to tone down vibrant colours and accelerate the weathering process; pre-dipped 'antiqued' tiles are not considered to be an appropriate solution)*
- Although the use of sound, second-hand tiles may appear to be the most appropriate way of getting new-build to blend in with the pre-existing elements, care needs to be taken to ensure that such materials are all sourced from the same slope(s) of a roof. This should help to ensure that they will all weather in the same way
- Replacement slate should be a good match to the original in terms of dimensions (including thickness), colour and finish/texture. Second-hand materials should be tested for soundness before being used. *(Care should be taken when considering alternative suppliers of new slate to ensure that it is not only fit for purpose in terms of size and thickness, but also that it does not contain too many impurities, such as chalk or pyrites)*
- Re-covered roofs should not seek to unduly 'straighten' any existing undulating character to its ridges, eaves and roof-pitches. To do so would be to risk harming its evolved character
- The use of inappropriate roof types (such as 'crown flat') or cosmetic (such as tiling to excessively shallow pitches or low-ridged tiled mono-pitches concealing recessed flat roofs) will not normally receive Officer support
- Metal sheet roofing should be specified in accordance with the relevant Association's standards and patination treatments may be sought to minimize the 'weathering' period. The use of non-traditional materials (such as fibre-glass or felting) will normally be resisted unless there are justifiable reasons. *(With specific regard to theft, see the English Heritage Advice Note "Theft of metal roof coverings from churches and other historic buildings" issued in October 2008)*
- It is essential to ensure that any additional 'special' tiles (such as bonnets, valley and verge tiles) are of the correct dimensions for the proposed location.*(Hipped dormer roofs can appear totally out of proportion if the bonnets are oversized)*

Fig 6.1



Fig 6.1 The use of an inappropriate thatching material and detailing could significantly harm the building's character

Fig 6.2



Fig 6.2 Horsham slate is becoming rarer and applications to replace it with another material are therefore unlikely to receive support

Fig 6.3



Fig 6.3 Any localised roof repairs will only be acceptable when the correct clay tiles are used

7 Roofing details and associated elements

7.1 Although the basic coverings to roofs are of considerable importance to the character of historic buildings, it is often the added elements - both functional and decorative – which help to define their importance, particularly when they are seen against the skyline.

7.2 Chimneys, in their time, were a major status symbol. Initially, a particular feature of the gentry's homes in Sussex was the (often decorative) use of brickwork, when this material was very costly. Later on, the fact that hearths were taxed, in addition to windows, enabled wealth to be made visible to any passer-by.

7.3 Whilst the rich variety of chimneys gives vertical emphasis to buildings, more subtle additions - such as roof cresting, rainwater goods, bargeboards and finials - help to give them shape and character. Their importance needs to be recognised when considering alterations or extensions to an historic building and the following therefore needs to be taken into account :

- The removal of chimney stacks should be avoided, particularly where they may be contemporary with the earlier part(s) of the building. *(Wherever possible, original chimney pots should also be retained in situ, even where there may be a variety to a multi-flued stack, as they will probably be of local manufacture)*
- Existing decorative roofing details - cresting, finials, bargeboards etc. - should be retained in situ, being repaired using appropriate techniques as necessary
- Historic rainwater goods should also be retained and used as the basis for those to be incorporated in any new-build *(All new metal rainwater goods will be expected to be cast unless otherwise agreed with the Council, irrespective of existing, non-historic materials; traditional types could include bracketed elm 'V'-board gutters, lead, copper or zinc)*
- New rainwater goods should be of sufficient size and number to adequately deal with the expected discharge. They should be of a style and section in keeping with the character of the historic building. *(Where the existing building features exposed rafter feet with spiked gutter supports, this pattern should be followed on any extension(s) unless the design of the new-build justifies the use of different solutions. Fascias and soffits should be avoided unless there is a relevant precedent on existing built form within the site)*
- The enlargement or remodeling of existing dormer windows will be considered on a case-by-case basis where it would not adversely affect the character of the elevations to which they relate
- Where additional lighting is required for rooms within the roof-space, dormer windows should only be considered for existing buildings where there is archæological or documentary evidence for 'lost' examples of such windows. Where this can be demonstrated, it would be expected that the evidenced original detail would be duplicated in any reinstatement. *(Dormer windows of an appropriate character may be acceptable for inclusion in any new-build where there is a precedent on the property, unless their design or location could be regarded as being unsympathetic to the character of the listed building itself)*
- The introduction of rooflights into an historic roofscape can have a significant – often detrimental – impact on the character of a listed building. *(Where practicable these should be hidden, for instance behind eaves, chimney stacks or on the inner slopes of roof valleys)*
- Any rooflights proposed should fit flush with the roof-pitch and be of a size and character appropriate to their location. By choice, rooflights should reuse former locations where these are evidenced (by cut roof timbers), otherwise they should be fitted on top of existing rafters unless intended for escape purposes. *(The normal requirement is for traditional, 'conservation' style rooflights, without visible external blindboxes, to be used)*

Fig 7.1



Fig 7.1 A series of chimney stacks breaks up expanses of roof and adds interest to the skyline, providing vertical emphasis

Fig 7.2



Fig 7.2 With the decorative tilework and ridge cresting, this C20 chimney stack, modelled on traditional types, adds interest to the roofscape

Fig 7.3



Fig 7.3 A poorly-detailed, disproportionately large extension is out of character with these Victorian Gothic semis



Fig 7.4 The detailing to the new wing (right) clearly reflects that to the original but would not be mistaken for it



Fig 7.5 A simple dormer with leaded cheeks and segmentally-arched top which sits comfortably in the roofslope



Fig 7.6 A decorative Victorian cast-iron gutter and hopper-head



Fig 7.7 A poorly-detailed, disproportionately bulky modern rooflight incorporating an external blind-box and sitting on the roof slope



Fig 7.8 Mid-C19 Gothic-style incorporates multi-colour, shaped slates, decorative cresting and carved bargeboards



Fig 7.9 The housing of a dormer can be kept to a minimum, as this historic example ably demonstrates



Fig 7.10 Traditional 'V'-boarded trough guttering carried on wrought-iron brackets



Fig 7.11 A traditional metal rooflight which sits neatly flush with the roof plane

8 Windows, doors and openings

8.1 The size, location and detailing of original openings can provide much information on the historical use and development of a listed building and, as a matter of course, original windows and doors should be retained and maintained.

8.2 Where original windows and doors are missing or beyond repair, it would normally be expected that exact replicas would be substituted using the original designs, materials, detailing and functionality in order to ensure that the building's original character is not unnecessarily eroded. Where historic window/door furniture or glass survives it should be reused as a matter of course.

8.3 Double glazed units cannot accurately reproduce historic character and its use on listed buildings is rarely supported. The use of 'stick-on' lead strip and interglazing bars are poor substitutes for the subtle reflective distortions and three-dimensionality of the traditional window types.

8.4 Where practicable (depending on the type and fixing of the original window and the available space) the use of secondary glazing can be considered. It is also possible to have proprietary weather-stripping/pile-brush systems fitted to existing windows to provide considerable improvements without any loss of character.

Fig 8.1

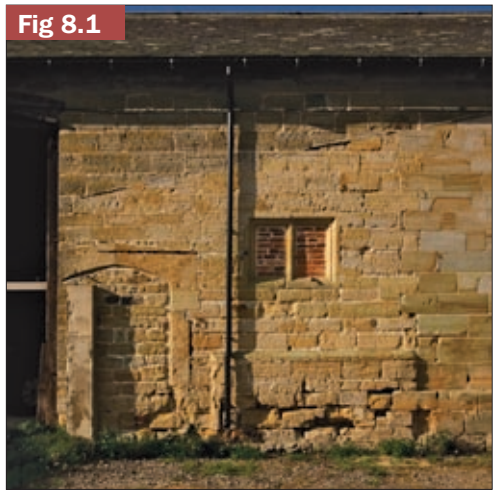


Fig 8.1 Original, blocked, openings previously concealed by a later addition suggest that this barn had previous uses

Fig 8.2



Fig 8.2 The application of 'stick-on' lead strips is a poor substitute for traditional leaded lights and fails to convince

Fig 8.3



Fig 8.3 Significant erosion of character results when a listed building has its windows replaced by double-glazed, 'Georgian-effect' faux sashes

Fig 8.4



Fig 8.4 An original mullioned timber window revealed during the course of works has been retained in open view

Fig 8.5



Fig 8.5 Original diamond-leaded lights show how the varied quality of the glass adds character through the way that it reflects light

Fig 8.6



Fig 8.6 Only the internal reflections and slight visual thickening to the central vertical axis reveals the presence of secondary glazing

8.5 Similarly, the refurbishment of existing shutters can provide both security and some degree of insulation although perhaps the most cost-effective solution to perceived drafts, heat loss and noise limitation may be the use of thermally-lined curtains.

8.6 When infilling existing, historic openings the appropriate material should be recessed slightly and straight-jointed within the opening so as to retain historic integrity and enable the works to be readily reversed without causing undue further harm.

8.7 Porches are often amongst the most visually prominent features on any elevation and as such their detail should be respected. Proposals to enclose open columned porches, verandas or balconies will not normally be supported.

8.8 The introduction of modern porches and canopies should only be considered where a sympathetically-designed arrangement of appropriate scale, detail and materials could be incorporated without visual or physical harm to the existing fabric.

Fig 8.7



Fig 8.7 Where original shutters exist, they should be repaired and used, serving both to improve security and heat retention

Fig 8.8



Fig 8.8 Original external shutters should be retained as functional elements, providing additional security when required

Fig 8.9



Fig 8.9 Blocking to an original window opening of some age but still obvious due to use of straight-joints and different brick for the infill

Fig 8.10



Fig 8.10 The same window as appears above removed at a later date and poorly stored in the open, suggesting repair is not being considered

Fig 8.11



Fig 8.11 Elaborately-decorated canopy over replaced door with original door pattern retained to right

Fig 8.12



Fig 8.12 A 'Chinese' pattern pedimented timber trellis

9 Window and door detailing

9.1 Doors serve as the means of communication between the occupiers of a building and the outside world, whilst windows are their eyes on that world. Particularly in later periods, considerable care was lavished on these features to ensure that the intended impression was given to visitors and passers-by.

9.2 It is therefore particularly unfortunate that the substitution of modern, allegedly 'maintenance-free', non-traditional joinery has severely blighted many historic buildings and settlements.

9.3 In order to minimise any further erosion of essential character and, where practicable, reverse the trend, the following guidance should be implemented :

- New doors should be constructed to reflect the size and detailing of original doors, including the width of planks, style and proportions of panels. For security purposes, small vision panels could be incorporated into plank doors or some glazed infill in panelled doors, dependant on detailing
- Horizontally-split ('stable') doors are rarely appropriate for use on a dwelling, particularly those of a 'formal' character. Their use should therefore be avoided
- The detailing of French doors requires careful consideration in the absence of an appropriate existing model. Their proportions may limit the size of any glazing subdivision and the use of leaded-light infill (particularly diamond-pattern) is rarely visually appropriate
- The use of modern 'patio' doors is not normally considered appropriate for use in a listed building or a traditionally-styled extension
- Every effort should be taken to repair historic windows in-situ using appropriate materials and methods
- Original glass, stained glass and rare examples of early glazing materials should be retained as should old louvred or panelled shutters and furniture
- Existing furniture should be re-used or copied where appropriate
- Single glazing is normally required in listed buildings with glazing nails and traditional putty being used to secure glass of an appropriate quality and character *(An exemption from the requirements of Building Regulations can be requested)*
- Where a 'matching' new or replacement window is being manufactured, this should be identical to the existing in terms of dimensions, detailing, materials and functionality. *(A top-hung, 'faux' sash is no substitute for a vertically-sliding, double-hung sash)*
- Visible trickle vents in replacement or new joinery is harmful to the character of an historic building. Alternative solutions should be sought to enable compliance with Building Regulations
- In forming new openings, the heads should be detailed to reflect those original types used elsewhere in the building in terms of their form, materials and detailing. The use of soldier-courses is rarely appropriate for such purposes
- The overall size, window-pane proportions, thickness and profile of glazing bars to existing historic windows of the same type should be reproduced in new windows. 'Horns' should not be introduced to the meeting rails of new or replacement vertical-sliding sashes where these did not feature in the originals
- Where leaded-lights are to be used, these should be traditionally formed using lead cams and individual glass quarries of appropriate size and shape

Fig 9.1



Fig 9.1 Original panelled front doors with later glazed inserts

Fig 9.2



Fig 9.2 Decorative stained glass door panels should be repaired and retained, even where the door itself has to be replaced

Fig 9.3



Fig 9.3 Original mid-C18 door furniture which should be retained whether or not insurance companies require new locks to be fitted

10 Curtilage and setting issues

10.1 The curtilage of a listed building can vary considerably in size, depending on status and function, and will often contribute significantly to its character. Inappropriate sub-division can therefore have an adverse impact on that character and should not be undertaken without appropriate justification.

10.2 Similarly, the treatment of existing boundaries and entrances is of considerable importance to a listed building's setting and helps to define status. This is particularly true where they incorporate, or relate to, lodges or similar ancillary buildings. Their remodeling, replacement or removal may therefore have a disproportionate impact.

10.3 Proposals for the alteration or conversion of buildings within the curtilage will normally only receive support where it can be clearly demonstrated that there would be no adverse impact on the setting of the listed building.

10.4 Where the proposals relate to the subdivision of larger buildings for multiple-occupancy, the creation of a number of defined curtilages would not necessarily be supportable if they were considered to either physically or visually impact on the building itself or its wider setting in a manner detrimental to their character.

10.5 Obelisks, statues, urns and terraces all contribute to the wider landscape setting of a listed building and may even be of architectural or historic significance in their own right. These features should be retained and maintained in their original setting, particularly where they serve as focal points in views.

10.6 It is important to bear in mind that the 'curtilage' and 'setting' of a listed building need not necessarily be the same.

10.7 The question as to what constitutes the 'curtilage' of a listed building or structure is a matter of interpretation based on case law, which is subject to change. In simple terms, to be classed as 'curtilage listed' a building or structure has to :

- Pre-date the 1st July 1948
- Have a use ancillary to that of the main, listed, property
- Have, or have had, common ownership with the main, listed, property

10.8 The 'setting' of a listed building or structure is not defined in the legislation but policy and practice tends to follow the principle that it relates to 'all views out' and 'all views in'.

10.9 Issues relating to Historic Landscapes and Parks and Gardens are dealt with in greater detail in Section 3 of this Guide.

Fig 10.1



Fig 10.1 Although the listed house has a substantial wall clearly-defined its domestic curtilage, not only are the farmyard buildings around the yard in the foreground 'curtilage listed' but so are the agricultural workers cottages alongside the approach road

Fig 10.3



Fig 10.3 Against all the odds, the mediæval 'Wealden' house survived and has ended up in sympathetic ownership. Unfortunately, its setting has been severely compromised by the construction of the 'pastiche' shopping centre which dwarfs the original building

Fig 10.2



Fig 10.2 Estate gatehouse, next to the main entrance. Where not individually listed, such buildings would be classed as 'curtilage listed'

Fig 10.4



Fig 10.4 Were the house listed, changes to the barns would affect its setting and they would be 'curtilage listed', despite the road

11 Security, fire precautions and lighting

11.1 Many of the issues mentioned under this heading will need LBC.

11.2 Although security is a significant concern in modern society, particularly for relatively isolated rural properties, due care should be taken to ensure that any systems and methods chosen are sympathetic to the existing character of the listed building. Wherever practicable, use should be made of existing, historic features such as shutters and locking bars.

11.3 Where new systems are required, their installation should take account of existing historic detailing. For instance, whilst the location of motion detectors needs to be effective, care must be taken to ensure that their insertion (including cabling) does not compromise existing decorative plasterwork.

11.4 External alarm boxes, security cameras and motion detectors should be sited discretely and, if necessary, painted to minimize their visual impact whilst still ensuring appropriate functionality.

11.5 Existing historic doors and their furniture should not be replaced to meet the 'requirements' of Fire Regulations when their up-rating to comply with relevant standards may be perfectly possible. 'Perco' types of integral door closers should be used in preference to surface-mounted types as the latter have a greater, detrimental visual impact.

11.6 In certain cases, the use of sprinkler systems or similar 'active' measures may limit any need to alter historic detailing and fabric. The installation of such systems in an historic building may, however, give rise to possible conflicts with existing historic fabric, such as beams and joists,which would need to be resolved.

11.7 Where fire escapes or escape windows are considered essential, they should be so designed, constructed and located as to have as minimal a visual and physical presence as practicable.

11.8 External lighting should be of a design appropriate to the character of the building and its location in relation to that building. Excessive lighting should be avoided, particularly in rural locations, as this may be detrimental to wildlife.

Fig 11.2



Fig 11.2 CCTV camers need not necessarily be visually obtrusive, although Consent would still be required for their installation

Fig 11.1



Fig 11.1 In contrast to modern shutters, traditional security arrangements for historic shops can add to an area's character

Fig 11.3



Fig 11.3 Such levels of lighting proposed for use on listed buildings or within Conservation Areas would be inappropriate (and unsustainable)

12 General issues relating to external elevations

12.1 There are two separate, but related, aspects regarding external elevations, namely the existing fabric and proposed extensions. Clearly, the nature of any proposed internal arrangements may manifest themselves externally, such as where flues or vents are required.

12.2 The visual and physical implications for the external elevations of any desired works to a listed building need to be carefully considered so as to ensure that change is limited as far as possible to that which is absolutely necessary for the intended purpose.

12.3 Not only will the location, scale and massing of any proposed extensions affect the overall character of the property, but their relationship with the existing fabric, including means of access, may alter not only the fabric itself, but also the established pattern of usage and internal communication. Every effort must be made to ensure that, where this occurs, sufficient evidence is retained *in situ,* wherever practicable, to enable the building's architectural and social history to be clearly interpreted.

12.3 It is also important to ensure that the interface between old and new fabric not only physically allows for differential movement but is also visually sympathetic.

Fig 12.1



Fig 12.1 Bay window 'extension' is actually an archæologically-informed reinstatement of the original arrangement

Fig 12.2



Fig 12.2 New meeting room is linked only at roof level, providing shelter but no other physical attachment to harm the original fabric

Fig 12.3



Fig 12.3 Satellite dishes should not be attached to listed buildings where they would be visible. Pole-mounting is a possible alternative

Fig 12.4



Fig 12.4 Single-storey extension with faux pitch is totally inappropriate, particularly where the deceit is readily visible

Fig 12.5



Fig 12.5 A house of this status and character deserves better than the existing, somewhat pastiche, glazed extension

Fig 12.6



Fig 12.6 This unlisted property in a Conservation Area demonstrates how piecemeal extension can overwhelm original character

13 Summary

13.1 The Council will expect any works proposed for a listed building to be 'bespoke' solutions which recognise, and take account of, the historical development, fabric, previous uses and existing character of the building and its setting.

13.2 As succeeding owners of properties have tended to alter buildings over time for a variety of reasons, it is not intended that all buildings be prevented from further change because they are listed. However, it must be recognised that the scope for further works of alteration and/or extension to certain buildings (or types of buildings) may be severely limited if their essential, distinctive character is not to be compromised.

13.3 In some instances it may be possible to justify proposed works if they were to relate to the restoration or enhancement of a building's character through the removal or remodelling of previous, inappropriate work. Such an approach should only be taken with caution, however, as there may be a functional, historical or architectural importance attached to such apparently 'inappropriate' elements which would have to be borne in mind.

13.4 It is expected that any repairs, maintenance or 'making good' to existing fabric would be carried out using appropriate – often traditional - materials and techniques. New work should be sympathetic to the existing building and of a high quality in terms of its design, construction and materials.

13.5 This requirement for the use of high quality design sympathetic to the existing building should not, however, be taken as a prohibition on the use of modern design and materials to achieve an appropriate and sympathetic solution. Often considered use of contrasting forms can strengthen and complement the overall character of an historic building, providing counterpoint, emphasis or a visual focus as appropriate.

13.6 In this regard, a contemporary solution may prove to be more acceptable than a poorly-conceived 'pastiche' of the local vernacular, particularly where the latter fails to respond fully to the existing building and its environs.

13.7 In addition to the specific, often specialised types of input relating to individual buildings and building types that may be required, there are a number of more universally-applicable issues which should be considered as part of the overall design and construction processes.

13.8 These include:

- Seeking advice from suitably qualified, and experienced professionals
- Preparing accurate and comprehensive 'existing' drawings (min 1:50)
- Where appropriate, commissioning specialist reports (such as Archæological. Structural, Marketing, Masonry Repair, Damp-proofing) from professionals experienced in listed building work
- Adjusting proposals to reflect findings of any specialist Reports and current Building Regulations
- If appropriate, discussing proposals with relevant Council Officers
- Ensuring that proposed design, detailing, materials and work methods are sympathetic to the existing building and its site
- Obtaining all necessary planning and/ or listed building permissions **prior** to commencing any works
- Ensuring that all conditions attached to any approvals are discharged at the indicated time within the construction process
- Using only reputable contractors or crafts people experienced in working on a listed building and ensuring that they are provided with copies of all relevant conditions and documentation (such as approved drawings. specifications and methodologies) prior to commencement
- **Ensuring that working drawings do NOT include additional works which do not appear on the approved LBC drawings**
- Avoiding the use of mechanical tools (including sand-blasting and other proprietary cleaning systems) which have not been specifically approved by the LPA
- Repairing rather than restoring or replacing. Where working on timber-framing, discuss proposed works with the LPA before carrying them out
- Using appropriate. matching traditional materials and proven building techniques for repairs
- Rectifying previous bad repairs if, in so doing, no further damage will be caused to historic fabric

Technical guidance notes on specific topics will be issued and updated from time to time by the Council. Please check the Council's website or contact the Planning department for up-to-date details.



Shopfronts and signage

1 Historical background
2 The importance of good design
3 Access provisions
4 The fascia
5 Canopies and blinds
6 Pilasters and consoles
7 Stallrisers and thresholds
8 Mullions, transoms and glazing bars
9 Door furniture
10 Shop signage
11 Corporate signage
12 Advanced signage
13 Upper floors
14 Illumination
15 Security
16 Alarm boxes
17 Summary

13

Where appropriate, the following symbols are used :

Practice or Example generally acceptable

Aspects of Practice or Example may be acceptable in specific circumstances

Practice or Example not recommended

1 Historical background

1.1 It is only from the mid-C18 that shop fronts, as we know them, begin to survive in reasonable numbers. Their greater elaboration coincided with accelerating commercial activity connected with an increase in what we now call consumer goods – articles of luxury and fashion rather than necessity. The appearance of the shops in which such things were bought became increasingly important from the 1700s.

1.2 The majority of C18 and C19 shop fronts were designed on an individual basis, utilising a variety of architectural detailing and styles. As the importance of the shop in its own right was recognised, this led to the move toward increasingly large, purpose-built frontages.

1.3 Further change occured in our high streets as a direct result of the building of the "Crystal Palace" for the 1851 Great Exhibition as its design led to a substantial increase in the capacity to produce plate glass. Manufacturers were now able to provide glass panes of varying sizes for the 'new' shopfront types far cheaper than ever before.

1.4 This marked a move away from small-paned bow windows towards large-paned ones of varying types (although there was a brief return to small-paned windows with the 'Queen Anne' revival in the late C19).

1.5 The use of plate-glass windows led to a different scale in the design of shop fronts, with the stall-riser at the base of the window virtually disappearing, and the front being carried much higher up, thereby increasing natural internal light and display space.

1.6 Another - often overlooked - aspect of shopfront design is the use of shutters. These would have been a necessity, both for security and in order to prevent 'accidental' damage to the glazing and the contents of the windows which they protected.

1.7 Early shutters, comprising wooden panels on a framework, were normally put in place at the end of the working day. They would be slotted into position in a groove under the architrave, located on the sill with pins and held in place together by an iron strap. Fixings and metal plates with holes for the pins can still be found on old shopfronts. In some cases, the design of the front permitted the shutters to be housed externally, often hinged and folded back into boxes to the sides of the windows.

1.8 A further innovation, probably early on in the C19, was the introduction of roller blinds on springs. These served to shade the customer, protect goods and reduce reflections and glare in the windows. They could easily be fitted to the cornice and operated by a long boat-hook, opening on metal stays fixed to the pilasters on either side.

Fig 1.1



Fig 1.1 'Classical', small-paned, bow-windowed early C19 shop front

Fig 1.2



Fig 1.2 Original, traditional security measures using demountable panelled timber shutters to protect both the window and part-glazed door

Fig 1.3



Fig 1.3 Former butchers retains 3-leaf sliding sash window and meat-hanging bar with blind box added to top of corniced fascia

2 The importance of good design

2.1 Shopfronts and their associated signage are an important feature in the street-scene of our towns and villages, their design and detailing helping to define the character of an area. These shops are a vital part of any community, providing the wide range of goods and services considered necessary (or desirable) by the public.

2.2 Understandably, both corporate organisations and individual traders endeavour to highlight their location and products in competition with rivals. The result of this process undoubtedly has an impact on the attractiveness, individuality and vitality of our settlements.

2.3 Where settlements have an historic interest, commercial requirements need to recognise the benefits of maintaining our architectural and social heritage. 'Historic' character is often an important factor in the success of a shopping street and it makes good commercial sense to capitalise on such assets.

2.4 The purpose of these guidelines is to try and ensure that any impact arising from changes to our shops is a positive and enhancing one. They relate not only to retail shops, but also to Banks, Building Societies, Estate Agents, Betting Offices, Public Houses, Restaurants or, indeed, to any premises which have a window display and/or signage.

2.5 Where shopfronts of character do survive, particularly if they are of some age, every effort should be made to keep them.

2.6 Proposals for either alterations to existing shopfronts or new shopfronts should relate not only to the design of the individual building(s) themselves but also to their surroundings. Before considering replacement, the existing shopfront should be evaluated to see which (if any) elements make a positive contribution to character and therefore merit retention.

2.7 The design of a new shopfront should relate sympathetically to the rest of the elevation and incorporate any existing details of interest. Research using historical photographs can significantly assist in the design process.

2.8 Modern and traditional styles are equally acceptable, subject to their design quality, materials and context. Any works associated with Listed Buildings and/or Conservation Areas will be expected to demonstrate the highest standards in terms of design, detailing, materials, colour, workmanship and signage.

2.9 The overall design of a shopfront encompasses a number of elements, any one of which, if inappropriately executed, can have a detrimental effect on not only the individual shop itself, but also the immediate locality. These elements are discussed in the following paragraphs.

Fig 2.1



Fig 2.1 This remodelled shop front is out of character with its neighbours, the addition of area walls emphasising the visual disruption

Fig 2.2



Fig 2.2 An unusual replacement shopfront using small, articulated modules to echo more traditional forms in a modern context

Fig 2.3



Fig 2.3 New infill building where the shop front reflects the proportions of its neighbours and the upper storeys have contemporary detailing

2.10 In their design, replacement shopfronts should:

- Reflect the architectural style of the individual building(s) with which they are associated, particularly insofar as their overall scale and glazing proportions are concerned (Where a shop occupies more than one building it is important that the individuality of each is clearly retained)
- Be generally well –proportioned and detailed, respecting existing decorative features and limiting signage to clearly defined elements
- Utilise colour schemes sympathetic to the surrounding area in general and neighbouring buildings in particular
- Employ traditional signwriting or utilise applied individual metal/timber lettering rather than vinyl, perspex or other non-tradional forms
- Make use of discreet lighting and security measures in keeping with the building and its surroundings
- Facilitate easy access through the use of appropriately detailed entrances – recessed where appropriate to overcome level changes – and door furniture

Fig 2.4



Fig 2.4 An example where modern shop usage has resulted in the inmposition of remodelled shop fronts which fail to respect the original subdivisions of the buildings

Fig 2.5



Fig 2.6



Fig 2.5 The specific character of each building is reflected in the design of their shopfronts with each reflecting both the individual proportions, age and detailing Fig 2.6 'Standardised' shopfront ignores the individuality, design and detailing of the buildings to which it is applied

Fig 2.7



Fig 2.7 Modern shop where the individual elements relate poorly to one another, resulting in an ill-proportioned pastiche

Fig 2.8



Fig 2.8 An unusually complete C20 shopfront, somewhat let down by the poor pipework to the first floor

Fig 2.9



Fig 2.9 A modern shop where the detailing, including the over-fenestrated 'crown-flat' roof, results in poor character

Fig 2.10



Fig 2.10 The unfortunate choice of such vibrant colours has a detrimental effect on what is, in reality, a relatively simple shopfront

Fig 2.11



Fig 2.11 Two shops of differing character and detail which both respect the proportions and design of the building

Fig 2.12



Fig 2.12 Whilst proportionately the new shop reflects its neighbours the design detail, in part down to visibility requirements, does not

Fig 2.13



Fig 2.13 In its original form, this mid C20 parade of shops incorporated shopfronts of a common character, now individuallised

3 Access provisions

3.1 The design of a new shop, or proposals to remodel existing premises, should provide access to everyone regardless of age or disability. Thus the principles of inclusivity should be employed, whereby the whole scheme is designed to be accessible to everyone without the need for separate entrances or facilities which can only be accessed by request.

3.2 Obviously, this requirement (see the Disability Discrimination Act 2004 and Part M of the Building Regulations, for minimum standards) has great implications for the design and layout of sites and buildings, both externally and internally. Most buildings will have to comply with the Building Regulations and access requirements. Designs should be undertaken with this in mind.

3.3 It should be remembered that those with special requirements related to access are not limited to wheelchair users, but includes people with impaired vision, hearing or mobility. In addition to the possible regular users of the development, occasional visitors will also need to be considered.

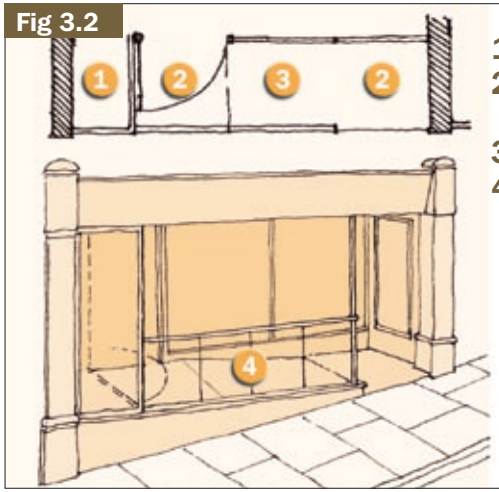
3.4 It is recognised that certain sites or the character of Listed Buildings or other existing structures, will mean that compromises may have to be made regarding the overall aim of inclusivity.

Fig 3.1



Fig 3.1 An historic shopfront which could not accommodate access for the less able without significant harm to its essential character

Fig 3.2



1 Showcase
2 Landings (min 900mm^2)
3 Ramp (1 in 20)
4 Safety glass or railings

Fig 3.2 Highways Departments rarely permit level changes on pavements within their control. Where practicable, consider incorporating any necessary ramping within a recessed frontage

1 Handle of appropriate height & design
2 Letterbox at convenient height
3 Kicking plate
4 Doorswing doesn't obstruct pavement
5 Any necessary internal step 400mm beyond door swing

Fig 3.3

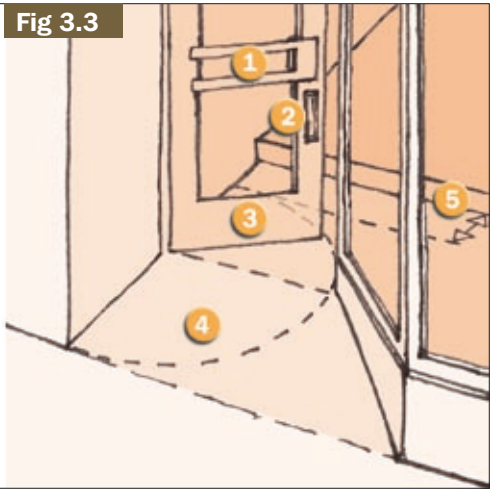


Fig 3.3 In order to make the shopping experience for the less able as 'user friendly' as practicable, care needs to be taken over the smallest details of design and construction

4 The fascia

4.1 Most shopfronts have a fascia and this should be appropriate in terms of size and form to the architectural period and style of the building. As a general rule, Georgian and early Victorian designs employed upright fascias, with plain or decorative ends on top of any pilasters. In later periods the fascias were more often placed between console brackets (or other forms of termination) and canted forward.

4.2 Traditional fascias tend to be :

- Relatively narrow (around 18 inches/0.5 of a metre high)
- Proportional to the design of the shopfront and the building as a whole
- Kept well below the cill level of the first floor windows whilst not extending down disproportionately far over the shop front proper

4.3 All too often, excessively deep fascias – often boxing over earlier forms – have been introduced to reflect the fashion current at the time. Where such fascias are out of place, their presence should not influence the design of any replacement. Instead, this should be based on the original form where physical or photographic evidence is available.

4.4 A desire to insert a suspended ceiling should not be used as justification for increasing the fascia's depth as there are other, less visually intrusive solutions which could be adopted to conceal such a false ceiling.

4.5 Traditionally, fascias have a moulded cornice running above them to help throw rainwater clear of the shopfront and thereby prevent rot. Such cornices normally have an appropriately detailed lead weathering to protect them and were often used to conceal roller-blind boxes.

Fig 4.1

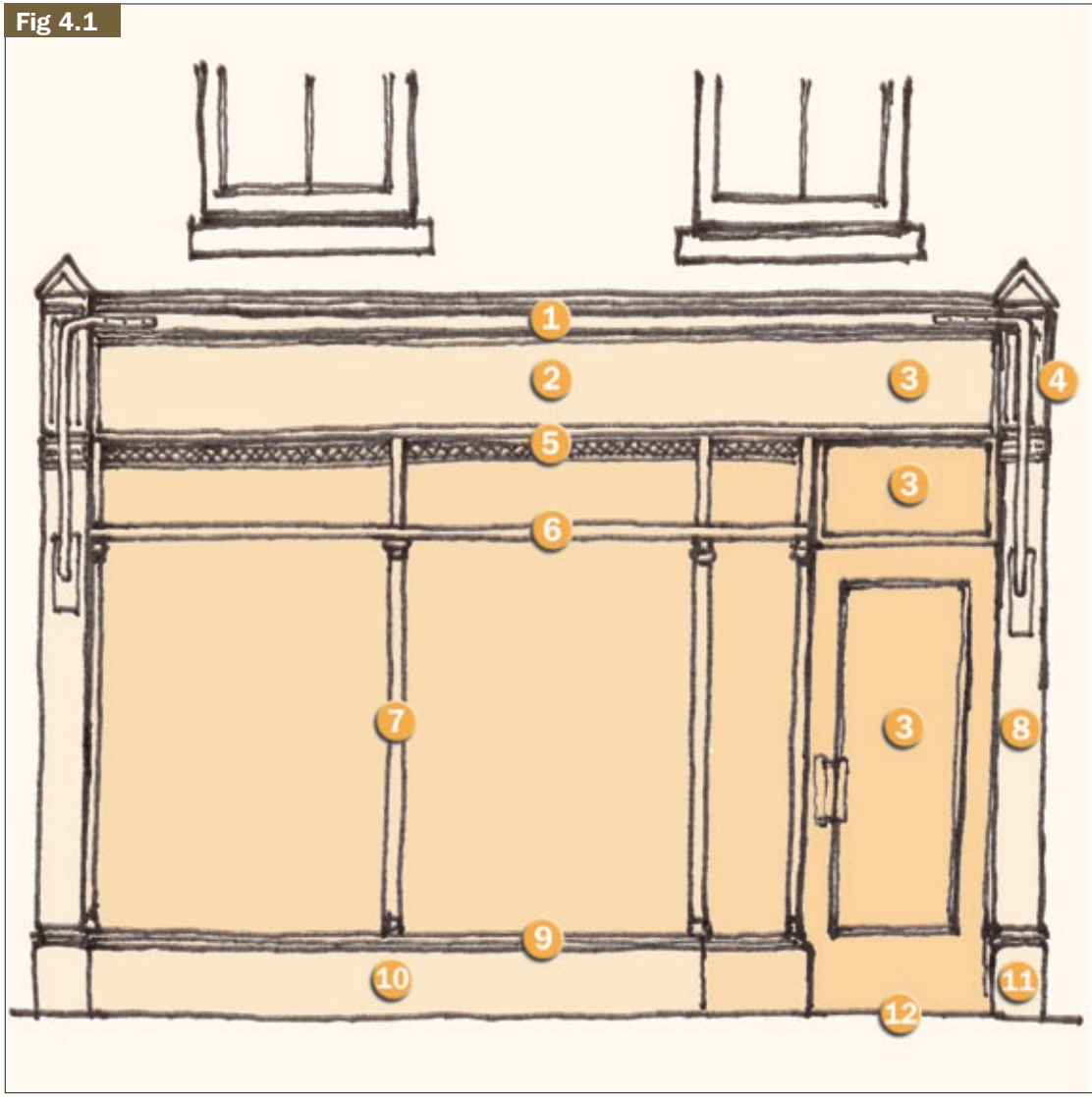


Fig 4.1 A shopfront of 'traditional' character identifying the various parts

1 Blind box
2 Fascia
3 Locations for property No.
4 Console/bracket
5 Ventilator/grill
6 Transom
7 Mullion
8 Pilaster
9 Cill
10 Stallriser
11 Plinth/base
12 Threshold

Fig 4.2



Fig 4.2 Compare the surviving elements of the original 'traditional' shopfront on the left with the remodelled late C20 version on the right

Fig 4.3



Fig 4.3 Stone cladding, 'wood-effect' PvCU, and poor fascia-less signage all set this shopfront at odds with the Conservation Area

Fig 4.4



Fig 4.4 The choice of an agricultural building as a model for this furniture shop removes the capacity to use a traditional fascia

5 Canopies and blinds

5.1 As previously mentioned, roller blind boxes were often incorporated into shop fascias. These were primarily intended to shade the shop-window displays from the sun and are not, therefore, commonly found on north-facing shopfronts.

5.2 Where such blind boxes may have fallen out of use, resulting in the removal of the external ironmongery necessary for their function, the boxes themselves (often still containing the blinds) may survive in situ and, where this is the case, they should be refurbished and their mechanisms restored to full functionality where/if feasible.

5.3 Where canopies or blinds are being proposed as part of a shopfront design, they should normally be of the traditional, retractable type. Folding or pseudo (fixed) 'Dutch' blinds are alien introductions to the traditional streetscene, perhaps owing more to sponsored advertising than any practical need. As such, the use of these latter types will be discouraged.

Fig 5.1



Fig 5.1 Traditional shopfront with roller-blind deployed to provide shade to window displays and cover to shoppers

Fig 5.2



Fig 5.2 'Dutch' blind provided as part of a comprehensive, corporate sponsorship package which detracts from individuality

6 Pilasters and consoles

6.1 These are normally decorative rather than functional features and are derived from classical architectural orders but can vary significantly in size and detail. They make a significant visual contribution to individual shopfronts and, where they are used as a common element in a row of shops, can help to provide a unifying theme. The consoles serve as 'endstops' to a fascia with their supporting pilasters completing the 'frame' to the shopfront.

6.2 Any such original features that survive should be retained. Where new shopfronts in the 'traditional' style are being proposed, care should be taken to ensure the quality and proportions of the detailing of the individual elements is appropriate so as to avoid the visual blight arising from either 'pastiche' or 'standardisation'.

Fig 5.3

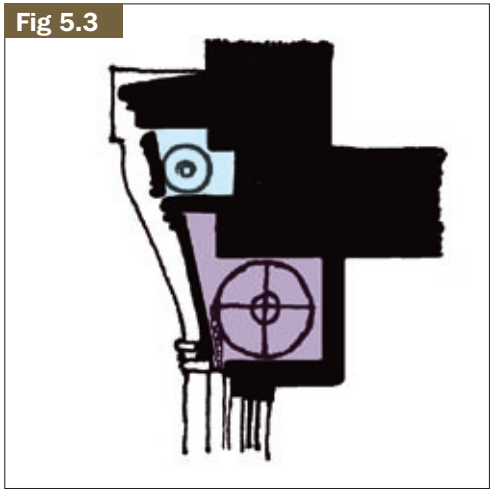


Fig 5.3 Section through traditional fascia with integral roller-blind (blue) and roller security shutter (purple)

Fig 6.1



Fig 6.1 Canted fascia terminated by console. Although original blind-box survives, a folding 'Dutch' blind has been added

Fig 6.2



Fig 6.2 Traditional shopfront detail of console acting as 'end-stop' to fascia (now concealed behind applied external roller-shutter box)

Fig 6.3



Fig 6.3 Detail of 'Adam style' pilaster (to left) and console (to right)

7 Stallrisers and thresholds

7.1 The stallriser (or stallboard) traditionally forms the lower horizontal element of the 'frame' which encloses the display space, the other elements being the pilasters, consoles and fascia. Historically, the height of the stallriser was often dependant on the goods which were being sold, with those which would benefit from being viewed from above resulting in a low stallriser.

7.2 Higher stallrisers may have served to support projecting display shelves, often associated with vertically-opening windows, of the type used historically by greengrocers, butchers and fishmongers, for example, in their shop designs.

7.3 Traditionally, stallrisers were constructed in masonry (sometimes with decorative tiling relating to the type of business being applied externally) as well as timber but, where it is intended to imitate the latter, the use of raised and fielded panels with appropriate mouldings is visually far superior to the all too common practice of utilising flat, unprofiled panels or applied mouldings.

7.4 Thresholds marked the point of entry and, as such were frequently used to display the shop name. This often took the form of mosaic-work which might survive a number of changes in ownership and, where found, should be retained.

Fig 7.1



Fig 7.1 Tile stallriser incorporating name of (former) occupant

Fig 7.2



Fig 7.2 Panelled timber stallriser with signwritten details of the shop's stock

Fig 7.3



Fig 7.3 Detail of inset panel to tiled stallriser giving property address

Fig 7.4

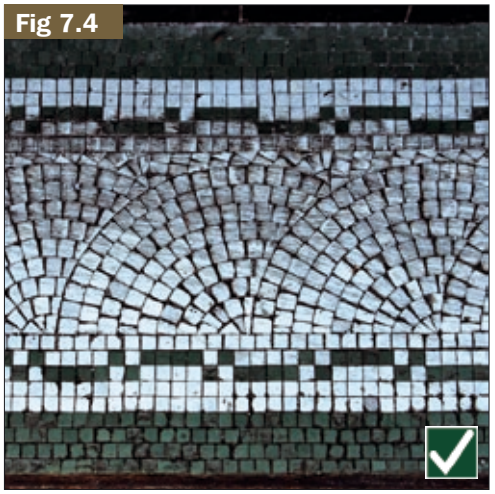


Fig 7.4 Mosaic margin running across the width of the property in front of the stallriser

8 Mullions, transoms and glazing bars

8.1 Mullions and transoms served as the main vertical and horizontal elements subdividing larger openings, often enabling openable windows to be introduced for ventilation. Glazing bars of an increasingly slender, refined character were introduced as a means of holding small glazed panes in place within a larger frame, providing a particularly 'traditional' character.

8.2 Where there is evidence of such features having previously existed in a shopfront it may be appropriate to consider reinstating them, not only for aesthetic reasons but also for practical ones. There is considerable potential for saving on glass replacement costs as, where casual vandalism or accident is concerned, it is unlikely that more than one pane would be damaged.

9 Door furniture

9.1 The choice of door handles, letter boxes and other associated items of furniture is of importance as careless selection may be visually inappropriate and/or impracticable, particularly for the elderly or disabled. Again, these elements should reflect the overall character of the shopfront whilst remaining both robust and functional.

10 Shop signage

10.1 Signage on fascias is best limited to details of the shop name and street address. Too much information creates clutter and visual confusion. Ideally, traditional signwriting or applied individual metal/timber letters should be used with painted timber as a base. The use of 'standard' vinyl, perspex or similar materials is not considered to be appropriate, particularly in Conservation Areas and when applied to Listed Buildings.

10.2 In certain circumstances (where there is historic or existing precedent) the use of projecting signs may be considered. Where new brackets are required, they would need to be detailed to fit in with the overall style of the building and their location should be carefully selected so as to minimise any potential for detrimental impact on the building itself or its neighbours. Again, any board should be painted timber and signwritten. Internal illumination is not normally supported and, where external illumination is considered acceptable, this should be discrete.

10.3 Historically, other areas used for the display of more temporary advertising materials included the reveals of recessed doorways, where chalkboards might be put up or the sloping edges to the window display platforms above the stallrisers.

10.4 As previously noted, stallrisers and adjacent paving surfaces might incorporate decorative tiling or mosaic work relating to the shop name and/or business.

10.5 The practice of displaying brash advertising material in the form of window stickers or banners draped across fascias or on elevations above ground floor level is inappropriate and can effectively compromise the character of the street, creating a cluttered appearance and detracting from the appearance of the building/s.

10.5 Such inappropriate advertisement and signage prevents people from seeing into shops and has a detrimental visual impact on the character of an area. By contrast, attractive window displays have a positive effect on the perceived quality of the shopping area that will attract the interest of visitors and residents alike.

10.6 It must be remembered that a shopfront provides the framework for displaying goods. The method of display is crucial, not only in attracting the customer, but also making for a lively street. Shop windows should not be obscured by a proliferation of stickers and decals. A few carefully chosen and well arranged items will be more eye catching than a display window crammed with goods.

Fig 10.1



Fig 10.1 A Barber-Surgeon's pole - one of the last surviving 'trade' tokens which originally showed the illiterate the goods a shop provided

Fig 10.2



Fig 10.2 A 'traditional' trade token adds character to a Conservation Area

Fig 10.3



Fig 10.3 The modern, electric 'token' used to advertise a Barber's services clearly owes much to the original pole

Fig 10.4



Fig 10.4 A larger-than-life example of the shop's product guides the passer-by



Fig 10.5 A contemporary version of the Barbers' sign



Fig 10.6 This variant of the trade token employs a rebus (image representing a word) to add emphasis



Fig 10.7 The ploriferation of illuminated signs on our shopping streets ads to visual blight and energy waste



Fig 10.8 The details of this 'traditional' shopfront are overwhelmed by 'standardised' stuck-on corporate branding



Fig 10.12 Because of their visual impact, some 'products' may be overlarge to serve as trade tokens and need to be used with care



Fig 10.13 Modern shopping centres make use of visual elements on a massive scale which would be out of place in the high street



Fig 10.14 Individually, a well-designed internally-illuminated sign may be acceptable in some cases



Fig 10.15 There is a long history of painting signage on walls but this needs to be done with care so as to avoid overuse in an area

Fig 10.9



Fig 10.9 The choice of font, colours and materials for signage can significantly affect how a business is viewed. An approach lacking in formality should only be used with care if misconceptions are to be avoided

Fig 10.10



Fig 10.10 'Plastic' signage may lack the visual and physical 'solidity' of more traditional materials and styles

Fig 10.11



Fig 10.11 Laser-cut metal can provide a wide range of fine lettering for planting onto a surface to give a 3-dimensional quality

Fig 10.16



Fig 10.17



Figs 10.16 & 10.17 Two examples of traditional, 3-dimensional lettering with applied gold-leaf which - unlike gold paint - does not fade, discolour or tarnish

Fig 10.18



Fig 10.18 Good signwriting can achieve a degree of 3-dimensionality through the careful use of colour, which need not be vibrant

Fig 10.19



Fig 10.19 Signage can take many forms, including leaded lights and etched glass

11 Corporate signage

11.1 Although it is recognised that corporations and chains invest heavily in ensuring a unified image, it is essential that their perceived need for uniformity does not compromise the architectural integrity of their premises and the areas in which they are located.

11.2 In this context, it should be noted that the majority of such businesses have a variety of standards of signage, ranging from the cheapest 'universal' approach to those reserved for use in Conservation Areas or on Listed Buildings.

11.3 Whilst there would appear to be a marked tendency for certain businesses to install new signage (normally the cheapest) before seeking any necessary permissions, it is essential that only the most appropriate form of signage for the location is approved.

Fig 11.1



Fig 11.1 An example of C19/C20 corporate branding in the form of a terracotta panel

Fig 11.2



Fig 11.2 Understated corporate signage applied to a Listed Building

Fig 11.3



Fig 11.3 Disproportionate large, internally-illuminated corporate signage

Fig 11.4



Fig 11.4 In this instance, the horizontal ephasis of the deep, full-width fascia is in keeping with the buildings design

12 Advanced signage

12.1 The provision of advance warning signs in positions unrelated to the premises to which they relate frequently occurs in order to attract trade. Such advertising is generally unacceptable as it contributes to visual clutter. In rural areas this practice usually involves signs on the highway verge or on private land. The Highway Authority normally does not allow signs to be displayed on land in its control and has the power to remove them. Advertisement Consent is required for such signs on private land but is rarely justified.

12.2 In town areas 'A'-boards are often displayed to attract custom to nearby premises. The unauthorised positioning of such signs on highway land is considered hazardous to highway users, particularly the visually impaired, and may result in action being taken to effect their removal.

12.3 The Council does, however, recognise the problems encountered by traders in some of the secondary streets. In appropriate circumstances a means of drawing attention to premises in such locations through a single, unified, well-designed sign may be acceptable.

13 Upper Floors

13.1 All advertising above ground floor level should relate solely to the use on that floor, rather than the commercial use below. For businesses operating from upper floors, painted lettering on window panes is preferred. Black or gold lettering is the traditional solution for this purpose. Etching can also be employed. Additional signs fixed to the outside of the building should be avoided, although "low key" signs eg. brass plaques, may be appropriately sited next to entrances to the upper floors.

Fig 12.1



Fig 12.1 Simple sign for shop set back from the main street

Fig 12.2



Fig 12.2 Large-scale 'compound' sign for group of businesses of the main street has here attracted additional 'stray' signage

Fig 12.3



Fig 12.3 Use of 'A'-boards on pedestrian routes can present a potential hazard, particularly to those with visual impairments

Fig 12.4



Fig 12.4 Care needs to be taken to ensure that any proliferation of signage next to the highway does not distract drivers or reduce visibility

Fig 12.5



Fig 12.5 An individually-designed, multi-function sign which takes account of the Conservation Area in which it is located

14 Illumination

14.1 Neon signing, illuminated letters and internally illuminated box signs and fascias are generally considered inappropriate, particularly for historic streets. Such signs tend to be too obtrusive and are usually constructed from unsympathetic materials.

14.2 Signs illuminated externally by means of trough lights or carefully positioned spotlights are potentially more acceptable but such illumination should only be being considered for premises which are normally open after daylight hours, such as dispensing chemists, public houses, restaurants and other places of public entertainment.

14.3 The use of external floodlighting or downlighters is rarely necessary or appropriate as it merely adds to light pollution and energy consumption. In this context, it should be borne in mind that additional illumination should not be necessary where the level of streetlighting is adequate.

Fig 14.1



Fig 14.1 The justification for an illuminated sign needs to be carefully examined, Whilst a pharmacy, restaurant or take-away operate at night, their use for hairdressers, clothing stores and opticians may be more difficult to understand, particularly in energy-conscious times

Fig 14.2



Fig 14.2 Discreet trough and soffit lighting to shopfront with no additional illumination for hanging sign. Note signage to panelled reveal

Fig 14.4



Fig 14.4 Awash with light, despite the proximity of street-lights

Fig 14.4



Fig 14.4 In part due to the ease with which these 'character' lights can be vandalised, there use is becoming less common

15 Security

15.1 From a security standpoint, the traditional stallriser has considerable merit as, with appropriate internal strengthening, it can resist ram raiding as well as reducing in size the potentially vulnerable glazed area.

15.2 Inappropriate security shutters can have a significant detrimental impact on the character of a shopping area, particularly when they are in use. Whilst it is recognised that security is of ever-increasing concern to the retailer, there is a need to balance the visual impact on the building and the streetscape as a whole. Ideally, security measures should be incorporated into the shopfront at the design stage.

15.3 The use of 'modern' external security shutters on Listed Buildings, or within Conservation Areas, will not normally be supported and consideration should be given to the provision of openwork shutters to the inside of the window.

15.4 Retrofitting of roller shutters should be avoided as this normally necessitates the introduction of large, projecting boxes above the shop window. The ideal form of retrofitting would be to reintroduce the traditional, sectional (or side-hinged) form of external timber shuttering where the overall design of the shopfront permits.

15.5 Where external roller shutters are unavoidable open-mesh is preferable as the 'solid' variants are a positive invitation to graffiti artists and do not permit internal views of the premises.

16 Alarm boxes

16.1 Burglar and fire alarm boxes should be discretely sited and painted so as not to detract from the visual and architectural character of the building, whilst ensuring adequate visibility for deterrent purposes. Any necessary wiring should be routed in such a manner as to be as unobtrusive as possible. These considerations are particularly important where Listed Buildings and Conservation Areas are concerned.

17 Summary

17.1 The history of retailing and the availability of building materials and their associated construction methods are largely responsible for the appearance of our shopping centres and high streets today.

17.2 Alterations to existing commercial premises need to be carried out in a manner which is sympathetic to the original design and scale of the building and its setting. Demands from corporate businesses and the need for a high profile has done much to destroy a harmonious streetscape. Modern materials and advertising methods have been used in ways which are out of context with the character of areas.

17.3 An understanding and appreciation of the development of the shopfront is useful when making changes and it is particularly important to conserve historic features and detailing in Conservation Areas and areas where the historical character is an important aspect of local distinctiveness.

17.4 It is not always easy to control the precise appearance of shopfronts and signage, especially when recent changes have been introduced which are not sympathetic to the existing fabric and design. Care is needed in the detailing of the fascia, canopies and blinds, pilasters and consoles, stallrisers, mullions, transoms and glazing bars, door furniture, shop signage, upper floors, illumination, security and alarm boxes.

Fig 15.1



Fig 15.1 Open mesh roller blind, housed within fascia, permits the interior to be inspected

Fig 15.2



Fig 15.2 Effective solution where retrofitting of external blind-box is not an option

Fig 15.3



Fig 15.3 Application of signage to closed roller blind - but will it encourage gaffiti ?



Telecommunications Equipment

1 Background
2 General considerations
3 Mast and site sharing
4 Ground-based masts
5 Antennae
6 Summary

14

Where appropriate, the following symbols are used :

- Practice or Example generally acceptable
- Aspects of Practice or Example may be acceptable in specific circumstances
- Practice or Example not recommended

1 Background

1.1 The rapid and continuing growth of radio based telecommunications and the development of new technologies, has led to a demand for improved service provision throughout the country.

1.2 In order to meet this demand, service providers are seeking to enhance their network coverage through the erection of a considerable number of new masts, satellite antennas and other equipment.

1.3 Because of perceived areas of poor reception within Wealden, the Council is under significant pressure to approve the erection of new installations throughout the District.

1.4 Wealden's landscape is of an exceptionally high quality but the general character of the proposed installations in terms of both their location and design is often poor.

1.5 Planning permission is not required for masts of less than 15 metres in height(excluding antennae) but operators are required to submit an application of prior notification for the approval of their siting and design. In designated areas, such as Areas of Outstanding Natural Beauty, Conservation Areas and Sites of Special Scientific Interest (SSSIs), permission is required for all masts and associated equipment.

Fig 1.1



Fig 1.1 At the top end of the size scale are the transmitter/relay masts

Fig 2.1



Fig 2.1 Cabin at base of mast containing control and ancillary equipment

2 General considerations

2.1 In Wealden, where one of the Council's principal objectives is to protect and enhance the natural and built environment, there is considerable potential for conflict with the needs of the telecommunications industry.

2.2 In considering applications the Council's priority will be to ensure that:

- Operators have undertaken a full and thorough analysis of the character of the area in which they propose to install their equipment, including that under permitted development
- The findings of the character assessment have been used to inform the design process to minimise the impact of telecommunications equipment on its surroundings
- The best solutions are used for each site, even where this necessitates a 'bespoke' design, finish and colour, in order to safeguard designated areas
- Sites are located as far as possible away from sensitive sites such as dwellings, schools and hospitals

2.3 Although telecommunication equipment is relatively quiet during operation, the cabins associated with base stations can produce significant noise levels from ancillary equipment, such as air conditioning plant etc. Base stations operate continuously so any noise they generate will be more audible at night when background noise levels are much quieter.

2.4 Where it is proposed to locate base stations in sensitive locations, such as near dwellings, the application should be accompanied by a noise assessment and mitigation strategy

Fig 2.2



Fig 2.2 Shared site with a variety of mast types, including two 'tree' variants

Fig 2.3



Fig 2.3 Early ‘bottle-brush’ tree mast - not the most convincing of variants

Fig 2.4



Fig 2.4 More ‘naturalistic’ tree mast with ‘bespoke’, non-symmetrical foliage

Fig 2.5



Fig 2.5 View up ‘naturalistic’ tree mast revealing symmetricality

Fig 2.6



Fig 2.6 View up real tree for comparison

Fig 2.7



Fig 2.7 Detail of top of totally unconvincing ‘bottle-brush’ mast

3 Mast and site sharing

3.1 National policy encourages operators to share sites and masts wherever practicable. The Council will require Operators to demonstrate that they have actively pursued this course of action. The sharing of sites and radio/telecommunications masts will help to minimise the impact of new masts, antennæ and radio stations.

3.2 Where mast and site sharing is proposed, the cumulative visual impact on the overall design, height and massing of the structure will also be taken into account.

3.3 The mast should be structurally capable of being shared by additional radio telecommunication equipment. It is also recognised that there will be a cut-off point where the addition of equipment to an existing structure will be visually unacceptable.

3.4 Telecommunication masts in visually prominent locations within the Area of Outstanding Natural Beauty (AONB) will often have a considerable impact on the wider landscape. The installation of additional equipment could result in added height and additional visual clutter.

3.5 In those instances where it is proposed to add equipment to a mast specifically designed to have a minimal visual impact, the Council will resist any such applications which would necessitate either an increase in height or replacement with a larger structure

3.6 The factors which will be taken into account when considering the siting of masts and equipment include :

- The height of the proposed installation and its site in relation to surrounding land
- The nature of existing topographical features and natural vegetation
- The likely effect on the skyline or horizon
- Views into the site, including those from outside the District
- The site's relationship to designated areas
- The relationship of the site to existing masts and structures
- The relationship of the site to sensitive buildings

Fig 3.1



Fig 3.1 Simple, small-scale monopole mast and control box

Fig 3.2



Fig 3.2 Multiple antennæ and site sharing

Fig 3.3

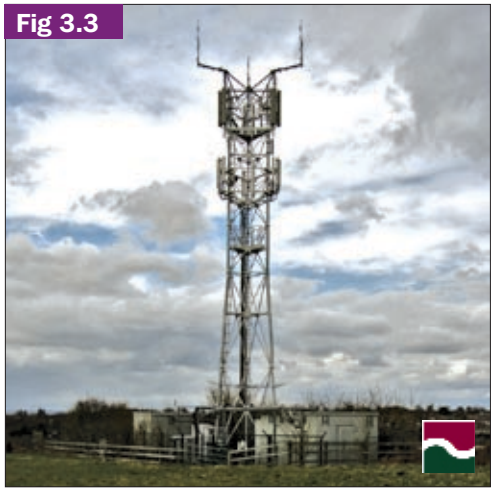


Fig 3.3 Another version of multiple antennæ and site sharing, here dominating the skyline

4 Ground-based masts

4.1 The use of existing buildings and structures in rural areas will be encouraged in order to restrict the number of freestanding masts.

4.2 In preparing their applications for the installation of telecommunication masts and associated equipment, Operatives should ensure that :

- For those sites selected the mast and all associated development, including access roads, power lines (including underground), equipment cabins, microwave dishes and fencing, will have a minimal impact on their setting (In sensitive areas of the district, such as AONBs, a full visual impact assessment will be required)
- Existing features such as the topography, buildings and trees will be used to reduce the visual impact of the development
- The scale, height and massing of the development is appropriate both in terms of its immediate setting and its likely impact in short and long distance views
- The highest possible standards of design are employed to minimise adverse visual impacts
- Innovative and 'sculptural' designs which can form attractive features in themselves, particularly in sensitive rural areas such as the AONB
- The use of purpose-designed 'tree' masts is confined to locations where they can be integrated with existing local trees
- Appropriate colours are used on the support structure, associated equipment cabinets, antennas and cabling *(Where masts are to be seen against the sky these should normally be left galvanised or painted a neutral grey with a darker shade being used for woodland backdrops)*
- Appropriate, substantial landscaping and screening is provided for new installations. This should be in keeping with the local vegetation and be contained within the managed site to ensure long-term maintenance
- All forms of fixed illumination (with the exception of aircraft warning lights) on masts or within their compounds are avoided
- Secure boundary fencing of a design, detail and colour appropriate to the site is provided and maintained
- Obsolete or redundant equipment is removed at the earliest opportunity
- Any land used for access to enable the development to be implemented is fully reinstated to an agreed condition immediately following completion of the construction works
- All power lines serving the site and its equipment are undergrounded with no electricity poles or other related structures being visible above ground
- No form of typographic/pictographic element is present on or within the site (including the fencing) except that which is necessary for operational and safety reasons

Fig 4.1



Fig 4.1 Poor tree screening leaves unsightly ground equipment open to view.

Fig 4.2



Fig 4.2 Established tree screen to antennæ on water-tower

5 Antennæ

5.1 Applications for the installation of antennæ on buildings or permanent structures should ensure that they are:

- Mounted, where possible, on existing buildings and structures which are neither Listed Buildings nor within designated areas
  (Applications for the installation of telecommunication apparatus on Listed Buildings or within Conservation Areas will normally only be considered where it can be demonstrated that there is no other reasonable alternative)
- Sited carefully and discreetly so as to preserve the character and appearance of the building or area, avoiding rising above the roofline
- Appropriate for the building or structure in terms of scale, design, colour and materials (A growing range of 'imitation' designs is available, including 'flagpoles', which may be relatively inconspicuous)
- Securely fixed so as neither to damage the property nor give rise to any personal injury

5.2 In the event that any equipment is removed from a building for any reason, all cabling, fixings and ancillary items should be removed and all fixing holes made good within one month of the date of removal.

Fig 5.1



Fig 5.1 A local BT exchange, a common location for antennæ

Fig 5.2



Fig 5.2 Water-tower used for a variety of installations

6 Summary

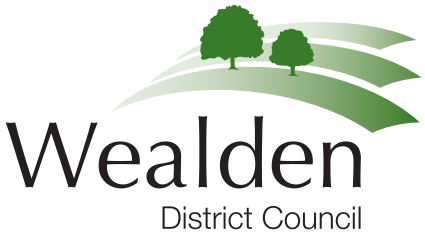
6.1 When making a submission for the installation of new telecommunication equipment, it is essential to include all the necessary drawings and supporting documentation. All applications for planning permission, including those for prior approval, must provide details of :

- The operator's long-term strategy for service provision within Wealden District
- The extent of the service coverage required, including any immediately outside the District
  (This should indicate the area to be served by the new mast, the relationship to adjoining cells and whether these cells are built, permitted or planned. Coverage maps should indicate signal strengths with and without the proposed mast clearly showing the relationship to geographical features such as roads and railways)
- An examination of the possibility of the necessary service coverage being provided from any existing mast or site, including sites outside the District
- Whether or not any other operator will require similar coverage
- An assessment of which of the following will provide the least environmental impact:
  – A shared mast catering for future needs
  – A shared site catering for future needs
  – Separate sites in the locality
- A full assessment of all the alternative sites that have been considered and the reasons, including any relevant technical or environmental constraints that have justified their rejection
  (This should include technical information on the relative performance of the alternative sites, including contour maps. Where a suitable site is unavailable, full information is required on the reasons for this)
- A statement explaining the reasons for the choice of design
  (This should include a full set of scale drawings of the proposed mast, together with details of its intended height, colour and type of construction)
- Pre-application consultations with the relevant body of any hospital, health facility, school or college within 200 metres of the proposed site, together with their responses
- An assessment of the noise levels that may be emitted by the equipment
- Evidence that the proposal complies with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionising Radiation (ICNIRP)
  (This should be accompanied by details of the proposed operating frequencies and power levels shown against ICNIRP guidelines and, where the proposal is to add to an existing mast or site, demonstrate that the cumulative exposure will not exceed the guidelines as required by paragraph 99 of the Appendix to Planning Policy Guidance PPG8 'Telecommunications)

6.2 In addition to the above, the location and nature of the proposed site may necessitate the provision of some or all of the following further information :

- Applicants will be required to submit information that demonstrates the likely impact of the proposals on that part of the surrounding area from which it could be seen, taking particular note of public rights of way
  (This could take the form of photomontages where these would assist with the assessment)
- For all major mast applications within the AONB a full Visual Impact Assessment will be required
  (This will need to identify the Zone of Visual Influence, critical views and the likely impact of the development, in addition to providing details of any mitigation)
- Where there is no easy reference point and the wider visibility of the mast is uncertain, operators will be required to erect a test mast
- Tree heights should be accurately plotted on drawings where masts are closely related to the height of surrounding trees
- A tree survey will need to be submitted where the proposed mast would affect existing trees
- An ecological survey will be required where the proposals would impact on known, or potentially important, habitat sites
- An application for Listed Building Consent (LBC) will be required where it is proposed to site equipment on or inside a Listed Building

Technical guidance notes on specific topics will be issued and updated from time to time by the Council. Please check the Council's website or contact the Planning department for up-to-date details.


Wealden
District Council