



House Extension Guidelines

Introduction

The purpose of this leaflet is to advise householders and their agents of the guidelines for house extensions. These guidelines are intended to illustrate the criteria, which will be usually applied by the Council in assessing proposals for house extensions. They also provide advice in regard to planning and designing domestic extensions in a way which will enhance the appearance whilst maintaining the character and amenity of the neighbourhood. Advice is also produced to explain the size and type of extension which can be built without planning permission. This section provides general information for house extensions/alterations and should be read with the relevant Development Plan policies and the individual detailed sections (loose leaflets) below:

■ Loose Leaf Sheets available:

- A. Front extensions/Porches**
- B. Side extensions**
- C. Rear extensions**
- D. Roof extensions/alterations /dormers**
- E. Conservatories**
- F. Outbuildings/garages/car-ports etc.**
- G. Extensions within the Green Belt**
- H. Annex: Policies and other documents**
- I. How to make a Building Regulations Application**

TAKE CARE!

If you build something, which needs planning permission without obtaining it first, you may be forced to put things right later, which could prove troublesome and costly. You might even need to remove an unauthorised building!

■ Householder Planning Application Checklist

The checklist identifies standard information needed when applying for planning permission:

1. Application Fee: (Refer to fee sheet)
2. Three copies of plans including:
 - i. Location plan (to scale no less than 1:2500)
 - ii. Existing and proposed elevations (to scale usually 1:50 or 1:100)
 - iii Existing and proposed floor plans (to scale usually 1:50 or 1:100)
 - iv. Block/Site plan (to scale no less than 1:500)
3. Three copies of application form
4. Certificate A/B/C or D
5. Agricultural Certificate signed

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Contacts :

Warrington Borough Council,
Environment and
Regeneration, Development
Control, New Town House,
Buttermarket Street, WA1 2NH

Tel: 01925 44 2819
Fax: 01925 44 2823

Email: devcontrol@
warrington.gov.uk

Internet:
www.warrington.gov.uk

WARRINGTON
Borough Council 

Adopted
15th December 2003

Do I need planning permission?

If you want to build an extension to your property or do other work to your home you may need to apply for planning permission. Some minor alterations and extensions, particularly to houses, can often be carried out without the need for planning permission. This is known as permitted development.

General advice on whether or not you need planning permission is available from the [Planning Portal](http://www.planningportal.gov.uk) website (www.planningportal.gov.uk). However, if you are still not sure whether your particular proposal needs permission you can submit an application for a Lawful Development Certificate.

Forms are available online from:

www.planningportal.gov.uk/PpApplications/genpub/en/Ecabinet

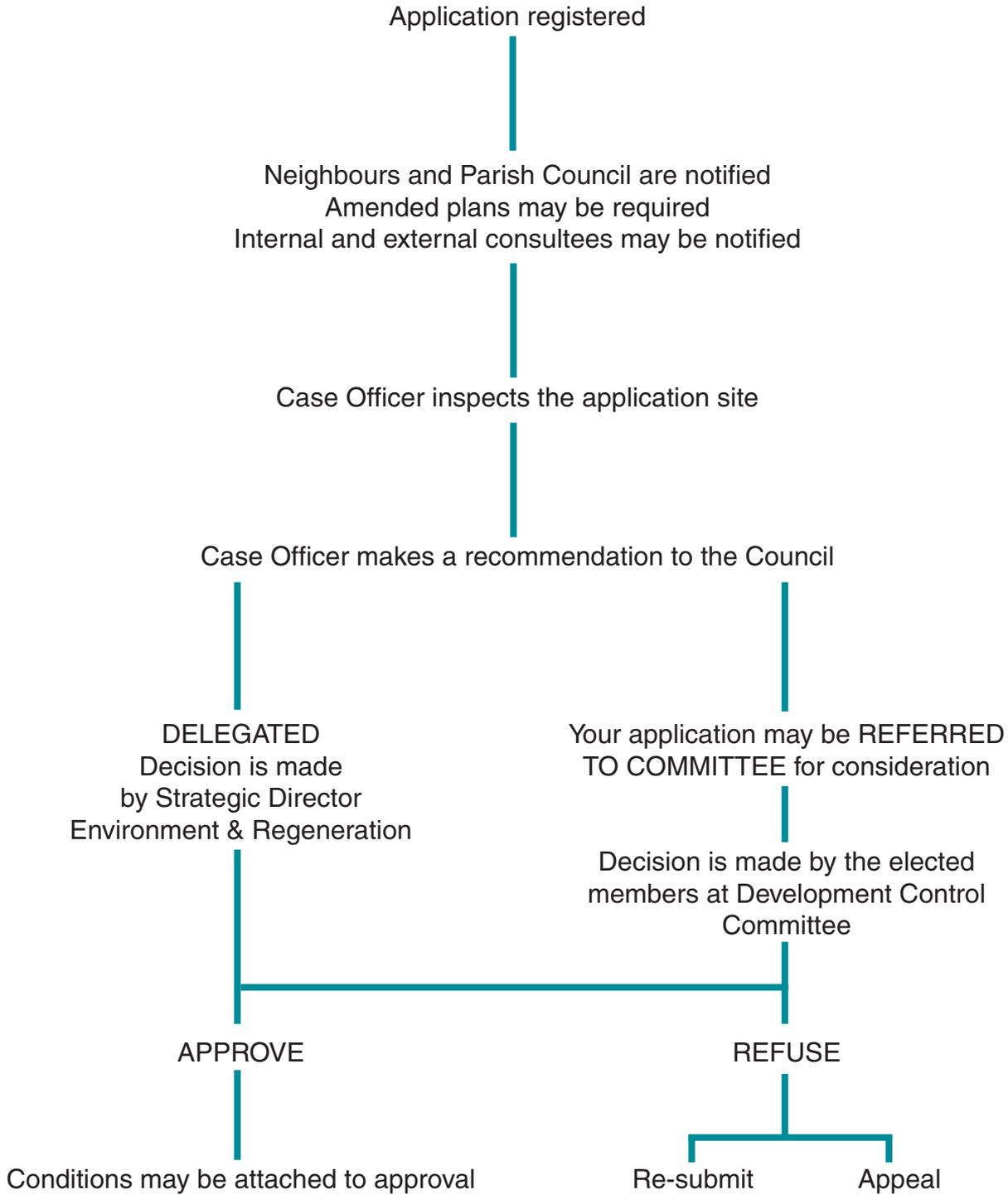
which will provide you with the formal view of the Council as to whether planning permission is/isn't required. Please note that a fee of £75 is normally required for a Lawful Development Certificate application.

Demolition of Buildings : If you decide to demolish a building, even one which has suffered fire or storm damage, it does not automatically follow that you will get planning permission to build a replacement.

Please note : Even if it appears that planning permission is not required, an application for a Lawful Development Certificate should be submitted to the Council.

■ Procedures for Householder Applications

(8 week time span) Starts with receipt of a valid application



■ General Guidance

If planning permission is required, the following guidelines should be read. However, parts of the guidance within this booklet and individual leaflets should be referred to even if the extension does not require planning permission, as it will help you to enhance your property and maintain the character and amenity within your area. The guidance will therefore provide you with a better design that may increase your property value!

1. 45 Degree Code

The code is designed to protect the amenities of neighbouring dwellings from overshadowing or obstruction of outlook, which can be caused by large extensions on or close to a boundary. The Code is principally applied to extensions that project beyond the building line either at the front or rear. The rule should be used when deciding on how much the property can extend without causing harm to neighbouring properties.

45 Degree Code

To comply with the 45 Degree Code extensions should be designed so as not to cross the 45 degree line from the neighbour's nearest habitable room (living, dining or bedroom) window. The 45 degree line is drawn in the horizontal plane and taken from the middle of the neighbours window. The line will show the maximum width and/or depth that a proposed extension can build up to avoiding obstruction from light or views. Application of the Code is illustrated in the diagrams Figs. 1 to 5.

Please Note : Stepping in the extension or to splay the corners to avoid breach of the 45° line may not always work, as unusual shapes and designs can be visually unattractive.

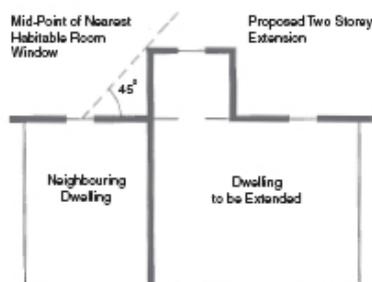


Fig. 1

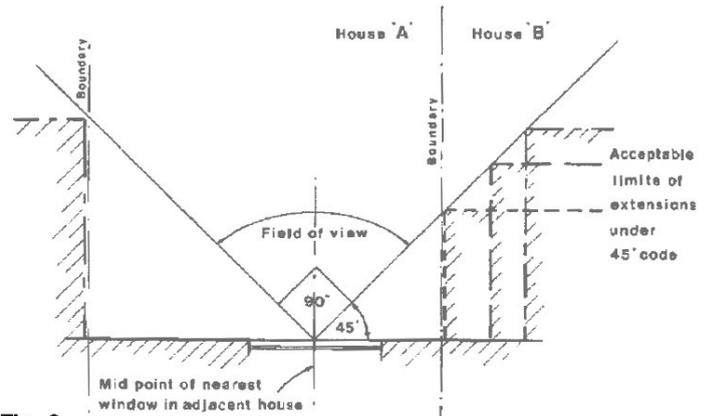


Fig. 2

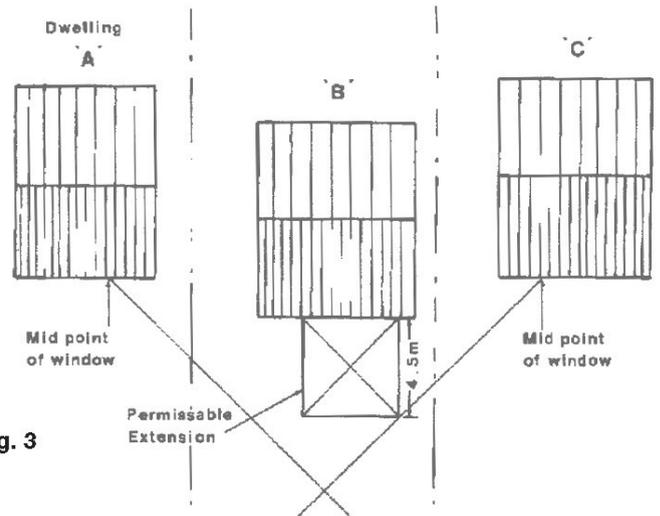


Fig. 3

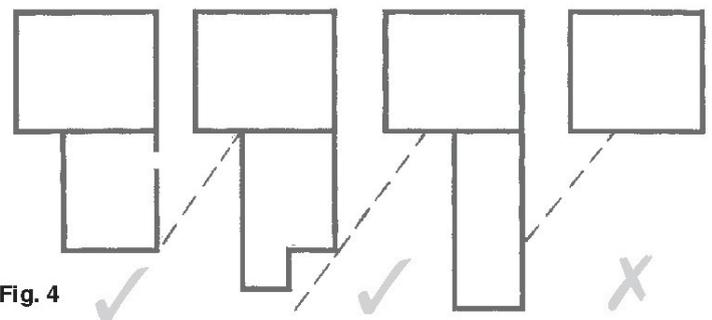


Fig. 4

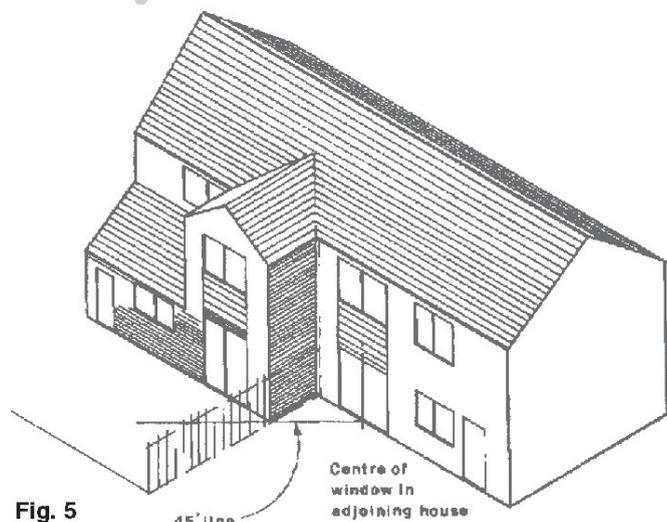


Fig. 5

- The protected window may be at ground or first floor with the worst case being the determining factor.
- Non-habitable rooms such as kitchens, bathrooms and hallways will not be protected by this Code, excepting where kitchens are clearly used as kitchen/dining rooms.
- If the protected window is a bay the Code is applied to the centre of the outermost projection of the bay.
- The zone of restriction thus created will be applied up to a distance of 12m along the 45 degree line.
- The Council will also take the height of a proposed extension into consideration when making a judgement on an application. The Council prefers extensions to not reduce the amenities of neighbouring properties by overshadowing or loss of views, caused by large extensions on or close to the boundary. The ridge height of the proposed roof should be lower than the original roof to respect the character and design of the property. (See Fig.7)

Please note : Even if the property has an existing single storey, the addition of a first floor extension at a later date may conflict with the Code.

Permanent structures between properties, such as boundary walls, over 2 metres in height and brick built outhouses, may justify a relaxation of the Code if it affects the application. Especially if the proposed extension is a single storey extension i.e. conservatory, and is close to 2 metres in height with only a shallow pitched roof to minimise impact. Breach of the 45° Code in this instance may not always lead to a refusal.

2. Terracing Code

This code is to protect extensions at the side of dwellings joining up with neighbouring properties to create a continuous effect. The aim is to protect the street scene and the amenities of areas that were originally designed and laid out as detached or semi-detached properties. **The Council will normally require that first floor side extensions should be set in 1m from the side boundary. A 2m gap should therefore be retained between both properties. Examples of the Code are shown for first floor level in Figure 6.**



Fig. 6

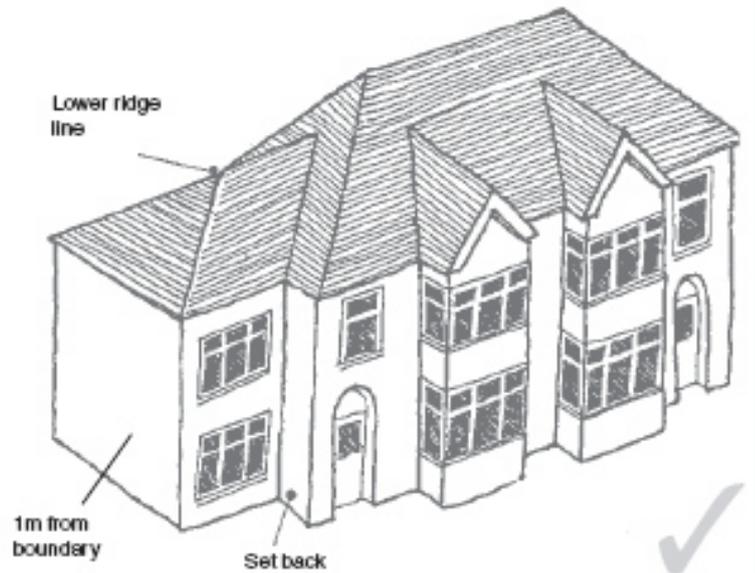


Fig. 7

Fig. 8 WHAT NOT TO DO



In some cases drives will be too narrow to permit a practical 1st floor extension set in 1 metre from the side boundary. Such cases may not be suitable for 2 storey side extensions.

3.Design and appearance - Policy DCS 11

To ensure that extensions harmonise visually with existing dwellings they should be subordinate in scale to the building, which is to be extended. The problem of bonding old and new brickwork on prominent elevations should be avoided by setting the extension back at least one course of brick as shown below in Fig. 11 as a break line. Proposed windows and doors should be of a similar scale and proportion to those of the existing house. The facing and roofing materials to extensions should match or closely harmonise with those of the original dwelling. Figures 9 & 10 show unacceptable matching of materials.

4. Privacy/separation distance

This is a general guide, as each application will be assessed on its merits. As set out in the Unitary Development Plan Revised Deposit Draft, the Council will assess privacy and daylight standards by reference to the following standards.

Principal windows on an extended property should be not **less than 21 metres** from any others to ensure reasonable privacy for you and your neighbours.

A distance of **13 metres** should be maintained to a blank gable wall.

However, these distances may need to be increased where there are significant differences in site levels or residential properties of 3 storey or more adjoin conventional house types. The Council will normally apply a further 3 metres added onto the distance for each floor added.

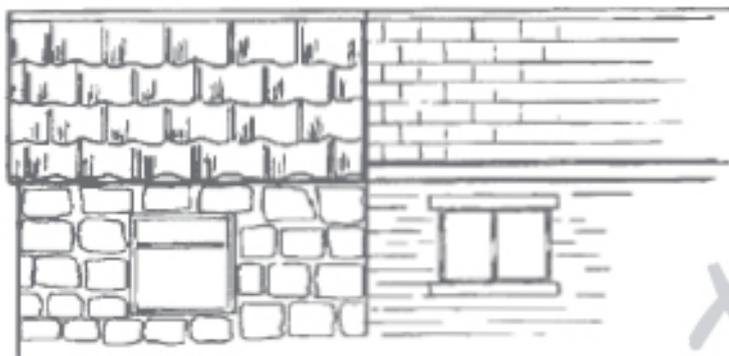
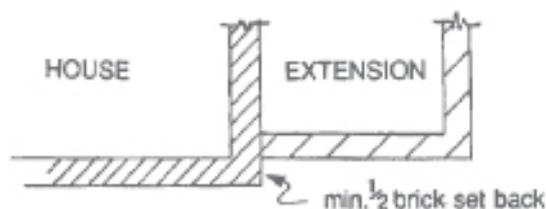


Fig. 9



Fig. 10

Fig. 11 Break Line



Village Design Statement (VDS)

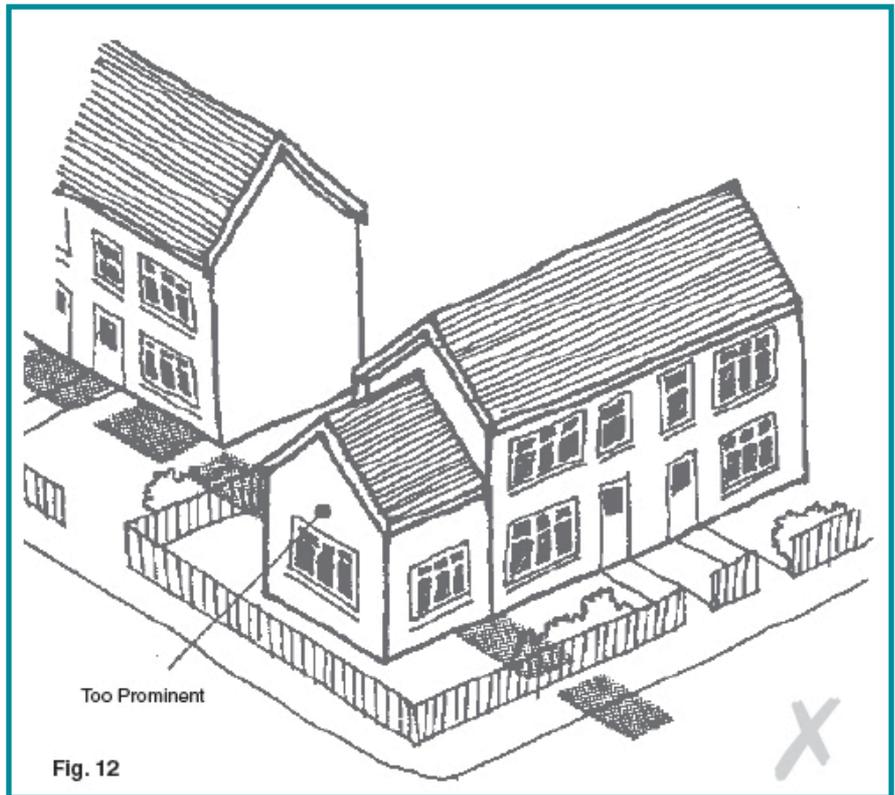
A VDS provides development guidelines including advice on design and local details within a particular area of the Borough. The guidance should also be applied along with the advice given in this Supplementary Planning Guidance before submitting an application. Village Design Statements have been produced for the parishes of Lymm, Grappenhall & Thelwall and Burtonwood & Collins Green. Copies of the Guidelines are available from the Council or on the website at www.warrington.gov.uk

5. Overlooking/loss of privacy

Any extension should respect the privacy of adjoining dwellings, and windows should be sited so that they do not overlook adjoining properties or gardens. Means of resolving overlooking problems could include the use of obscure glass (for non-habitable room windows), high level windows and roof lights. Any windows on the side elevations should be avoided if possible. Ground floor side windows may in some circumstances be allowed, if a screen fence or obscure glazed windows are in place to maintain existing levels of privacy. Adequate separation distances will ensure privacy is maintained.

6. Corner Plots

Even though corner plots may seem to have more garden space to the front and side, they should remain open with clear views around the corner. Examples are shown below in Figures 12 & 13 and Leaflet B.



7. Building line

Generally, the Council does not favour any extensions to be built in front of the building line, unless the extension matches the character and design of the dwelling and building in such a location is not out of place with the appearance of the street and layout of buildings.

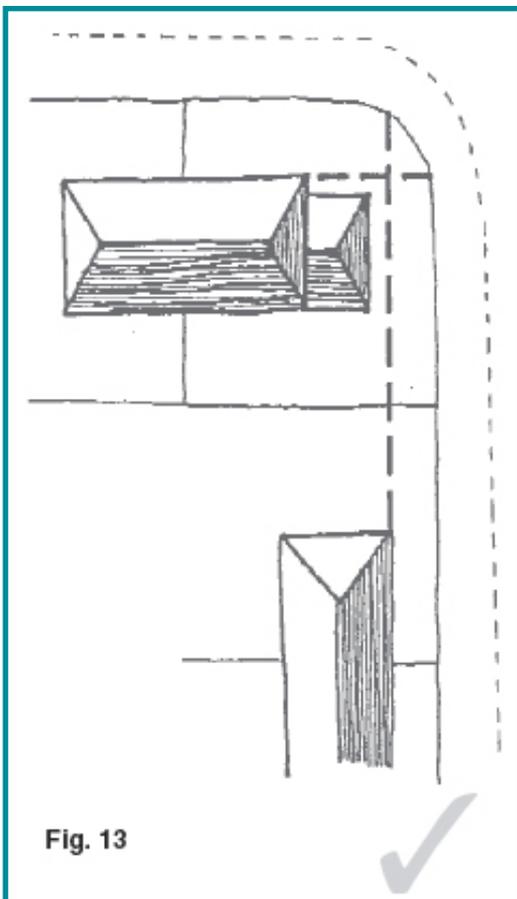
8. Parking standards

See Parking Standards SPD adopted March 2015

https://www.warrington.gov.uk/download/downloads/id/8679/parking_standards_spd_march_2015.pdf

9. Garden area

Enough private garden space should be left after any extensions have been built to accommodate various leisure pursuits and to ensure that enough space is kept between yours and the neighbouring houses to avoid a cramped overcrowded feel and to prevent overlooking between windows.



10. Green Belt Areas

The controls are more strict in comparison to other areas. Proposals would need to respect the open and rural character of the surrounding countryside. Planning Policy Guidance Note 2: Greenbelts (Jan 1995) relates to the control over development. The construction of house extensions is inappropriate unless it is for the following purposes:

‘Limited extension, alteration or replacement of existing dwelling. Provided that it does not result in disproportionate additions over and above the size of the original building, the extension or alteration is not inappropriate in Greenbelts’.

As a guideline, the Council generally considers an increase in floorspace of more than a third added to the original dwelling within a Green Belt area would be disproportionate. However, each case is judged on its own merits. Further advice is provided within Leaflet G : Green Belt Areas and Leaflet H : Policies.

11. Party Wall Act 1996

(Issues related to Covenants are not planning issues, LPA will not get involved). Provides a framework for preventing and resolving disputes in relation to party walls, boundary walls and excavations near neighbouring buildings. Anyone intending to carry out work of the kinds described in the Act must give adjoining Owners notice of their intentions. Adjoining owners can agree or disagree with what is proposed. Where there is a disagreement, the Act provides for the resolution of disputes.

12. Consulting Neighbours

It is advisable to discuss your proposal with your neighbours before submitting an application to avoid any concerns. However, the Planning Authority will also consult your neighbours when your application has been registered. If your building work encroaches onto your neighbour's land (footings, guttering or building on a shared boundary) they will need to be notified and you may require their permission before work can begin.

If this is the case, you must serve notice on the owner and provide Certificate B with your planning application.

Contact

It is best to discuss your proposals with the Planning Department before submitting an application. **Extensions may require both planning permission and building regulations approval. However, there may be circumstances when planning permission may not be needed, but building regulations approval will be required. If your property is listed, an application for Listed Building Consent may be necessary.** The Development Control Team can be contacted by writing, fax, email or telephone. However, written letters and diagrams/plans will be requested for a formal response if you decide to telephone. You could also check our website for further information (all contacts are shown on the front page). If you have any queries over Building Regulations contact 01925 442554. A separate leaflet has been provided within the Annex (leaflet I) to give general guidance for Building Control.

