

**East Renfrewshire Council
Planning Guidance:
Householder Design Guide
May 2023**

Purpose and Aim of this Guidance

This Planning Guidance on 'Householder Design Guide' has been prepared as Non Statutory Planning Guidance in line with Circular 6/2013 Development Planning.

This guidance is for anyone considering or extending their property and has been prepared to provide advice and best practice on the design, appearance, scale and location of householder development which includes: extensions, porches, conservatories and garages. This guidance should be read in conjunction with Policy 16 of the adopted NPF4 (Feb 2023) and Policies D1 and D1.1 of the Adopted East Renfrewshire Local Development Plan 2 (March 2022) which can be found in Appendix 1.

East Renfrewshire is seen by its residents as a place to live which benefits from a high quality safe and pleasant environment. Appropriate development is central to maintaining the quality of the built environment, and in particular ensuring that extensions to existing buildings are in proportion and that spaces between buildings are not diminished to a point that the character and amenity of the surrounding area are significantly affected.

Good quality design, careful siting and consideration of scale, context and design of the building being extended are key to ensuring that development does not erode the character and appearance of our residential areas. Poorly designed extensions and alterations can have a significant impact on the character and appearance of a building which, when repeated over time, can have a cumulative detrimental impact on the wider area.

When designing an extension, householder should consider not just what internal space is created, but how the extension will look from the outside and how it will complement the character of the existing house. Well-designed extensions will maintain the character of the original property and the surrounding area in general.

It should be noted that this guidance cannot cover all aspects of house extensions and further pre-application advice can be given before submitting a planning application. All planning application will be assessed on their own individual merits and this guidance will be used as a material consideration in determining a planning application.

How to use this Guidance

1- Seeking Advice

Outlines the initial advice you should seek

2 - Understanding your house and the surrounding area

Gives advice on considering how your proposal will fit in with your property, neighbouring properties and the surrounding area

3 - Design Guidance

Outlines good design practice for different householder developments

4 - Applying for planning permission and other consents

Explains how to apply for planning permission and other consents that may be required

1) Seeking Advice

It is important to seek advice at an early stage about any changes you are considering making to your house. It may not be possible to make some types of extensions or alterations to your house and there may be restrictions on your house that may prevent you making certain changes.

Informal advice can be given whether you have an initial idea or a more detailed proposal with architectural drawings. These are to be submitted to planning@eastrenfrewshire.gov.uk

The more information you have regarding the proposal the more detailed a response can be given.

Planning permission is required for many of the types of developments in this guidance. However there are some types of developments that can be carried out to your property without the need to apply for planning permission. This is called “permitted development” and advice is available on the Council’s website.

Good design is important on all householder developments and you are encouraged to take account of the guidance even if planning permission is not required.

2) Understanding your house and the surrounding area

Understanding the particular circumstances and characteristics of your house should be the starting point for designing your householder development.

Householder developments should be designed to complement the character of the existing house, the street and the wider area and should avoid any negative impacts on neighbouring properties such as being overbearing, resulting in excessive overshadowing or loss of privacy.

Some extensions blend in with the existing house whilst others are distinct with contemporary styles. Both can be successful provided they are well designed.

Points to Consider

Accessibility

Think about how your development will impact on the existing amount of parking at your house. The safety of pedestrians, cyclists and road users should be considered in the design of the development.

Positioning, Design and Materials

- How close will the development be to neighbouring properties?
- How close will the development be to the boundaries of your property?
- Will there be any overlooking?
- Will there be any overshadowing?
- The spaces between houses form part of the character of the area.
- What is the style/design of the house and those in the surrounding area?
- What building materials are to be used?
- Are there any original features that should be retained?

Bin storage

Where bins are to be stored at your house and how they are to be accessed for collection should be considered.

Energy efficiency

Think about the position of your development to maximise solar gain and other energy efficiency measures.

Trees

Any existing mature and semi-mature trees should be retained with measures being taken to ensure that they are not adversely affected by the proposed development.

3) Design Guidance

General Principles

Proposals for house extensions, dormer windows and garages will be considered against the relevant Local Development Plan policies and the design principles set out below, as well as the individual circumstances of the application.

Extensions, dormer windows and garages should respect the character of the original house and the surrounding area in terms of design, scale and materials. No extension, dormer windows or garages should detract from the character of the area. Within this context innovative, contemporary or modern design will be considered.

Extensions should be designed in such a way as to retain access to the rear of the house. This is of particular importance in respect of semi-detached and end terraced properties where badly designed extensions have the potential to remove or significantly restrict access to the rear of the house.

Extensions should be in proportion to the original house and should not generally exceed 100% of the footprint of the original house.

Direct overlooking and excessive overshadowing of neighbouring properties should be avoided. A Design Guide on Daylight and Sunlight SPG is available separately.

Over-development of the site should be avoided and useable private (i.e. rear) garden ground should be retained. No more than 50% of the rear garden should be occupied by the development.

Window and doors should be aligned vertically and horizontally with existing windows and doors.

Extensions (other than a porch) should not generally project beyond the front or principal elevation of the existing house.

The external materials should be identical or closely match those on the existing property.

Porches

Porches should not project more than 1.5 metres from the front elevation of house (excluding any bay window) and generally be no more than 2 metres wide and include within the design significant areas of glazing.

Side Extensions

Side extensions should not sit forward of the main front building line of the house and should allow for a suitable access to be maintained to the rear of the house.

The ridgeline of the extension should be no higher than the ridgeline of the original house.

Rear Extensions

Single storey rear extensions (including conservatories) should not generally extend more than 4 metres down a common rear boundary, with exceptions to this general rule being assessed on the amount of retained garden ground.

Two storey rear extensions should not extend more than 4 metres from the rear elevation of the original house, with exceptions to this general rule being assessed on the amount of retained garden ground.

Two storey rear extensions should normally be set back a minimum of 2 metres from the side boundary on a terrace or semi-detached house.

Dormer Windows

Dormer windows should:

- Be wholly contained within the roof slope and set no higher than the roof ridge/hip and off the side ridge/hip;
- Be positioned centrally in the roof slope;
- Ideally be aligned vertically with windows/doors below;
- Have a high proportion of glazing;
- Be well set back from the eaves;
- Have roof, sides and front faces finished in materials to match those used on the existing house.

Dormer windows should not:

- Be built up from the wallhead;
- Extend right up to the gable end or shared boundary on a semi-detached or terrace house;
- Dominate the roof slope on which they are located.

Garages and Outbuildings

Garages and Outbuildings should:

- Not be positioned in front of the front elevation of the house;
- Preferably have a pitched roof when visible from the road;
- Be set back a minimum of 6 metres from the inner edge of the pavement;
- Generally be finished in materials to match the original house;
- Garages attached to the side of the house will be treated in the same manner as a single storey side extension.

4) Applying for planning permission and other consents

Depending on your property and the nature of the proposal, other permissions may be required.

Before you start any works, it is important that you receive the relevant permissions otherwise you may be liable for enforcement action which could involve having to remove some or all of the work.

We are happy to give you further advice on the permissions that may be required or you can refer to the advice at the following link.

You should be aware that planning permission and/or listed building consent is likely to be required for many householder developments on listed buildings and in conservation areas even if you think they may be minor.

If the works are “permitted development” you can apply for a Certificate of Lawfulness, both for proposed works or those already carried out. This will give a formal decision on the works and is particularly useful if you are selling your house or to avoid legal disputes.

Listed Buildings are subject to additional controls. Listed Building Consent is required for demolition, alteration or extension that in any way affects the character or appearance of a listed building, including works to the interior of the building.

If you are considering using your property for any commercial business this may also require planning permission and further advice can be given upon receipt of details of the proposed business.

Appendix 1

NPF4

Policy 16: Quality Homes

(g) Householder development proposals will be supported where they:

- i. do not have a detrimental impact on the character or environmental quality of the home and the surrounding area in terms of size, design and materials; and
- ii. do not have a detrimental effect on the neighbouring properties in terms of physical impact, overshadowing or overlooking.

(h) Householder development proposals that provide adaptations in response to risks from a changing climate, or relating to people with health conditions that lead to particular accommodation needs will be supported.

LDP2

Policy D1: Placemaking and Design

Proposals for development within the urban and rural areas should be well designed, sympathetic to the local area and demonstrate that the following criteria have been considered, and, where appropriate, met. Proposals will be assessed against the 6 qualities of a successful place as outlined in SPP, Designing Streets and the Placemaking and Design Supplementary Guidance.

1. The development should not result in a significant loss of character or amenity to the surrounding area;
2. The proposal should be appropriate to its location, be high quality and of a size, scale, height, massing and density and layout that is in keeping with the buildings in the locality or appropriate to the existing building and should respect local architecture, building form and design;
3. Respect existing building lines and heights of the locality;
4. Create a well-defined structure of streets, public spaces and buildings;
5. Ensure the use of high quality sustainable and durable materials, colours and finishes that complement existing development and buildings in the locality;
6. Respond to and complement site topography and 10. not impact adversely upon the green belt and landscape character and setting, green networks, features of historic interest, landmarks, vistas, skylines and key gateways. Existing buildings and natural features of suitable quality, should be retained and sensitively integrated into proposals including greenspace, trees and hedgerows;
7. Boundary treatment and landscaping should create a distinctive edge and gateway to the development and reflect local character;
8. Promote permeable and legible places through a 11. clear sustainable movement hierarchy favouring walking, then cycling, public transport, then the private car as forms of movement;
9. Demonstrate connectivity through the site and to surrounding spaces via a network of safe, direct, attractive and coherent walking and cycling routes. These must be suitable for all age groups, and levels of agility and mobility to allow for ease of movement from place to place;
10. Demonstrate that safe and functional pedestrian, cycle and vehicular access, and parking facilities and infrastructure, including for disabled and visitor parking, is provided in accordance with the Council's Roads Development Guide. Where appropriate, proposals will be required to provide secure and accessible shelters, lockers, showers and seating and be designed to meet the needs of all users. Cycle parking and facilities should be located in close proximity to the entrances of all buildings to provide convenience and choice for users;
11. Incorporate integrated and enhance existing green infrastructure assets, such as landscaping, trees and greenspace, water management and SUDs including access and prioritise links to the wider green network as an integral part of the design process from the outset, in accordance with Policies D4 – D6. New green infrastructure must be designed to protect and enhance the habitat and biodiversity of the area and demonstrate a net gain
12. Unless otherwise justified, there will be a general presumption against landraising. Where there is a justifiable reason for landraising, proposals must have regard to the scale and visual impact of the resultant changes to the local landscape and amenity. Proposals that adversely impact upon the visual and physical connections through the site and to the surrounding areas will be resisted;
13. Backland development should be avoided;

14. Provide safe, secure and welcoming places with buildings and spaces, including open spaces, play areas and landscaping, designed and positioned to reduce the scope for anti-social behaviour and fear of crime, improve natural surveillance, passive overlooking, security and street activity;
15. The amenity of residents, occupants and users of neighbouring existing and new buildings and spaces should not be adversely affected by unreasonably restricting their sunlight or privacy. Additional guidance on this issue is available in the Daylight and Sunlight Design Guide Supplementary Guidance;
16. Development should minimise the extent of light pollution caused by street and communal lighting and any floodlighting associated with the proposal;
17. The amenity of residents, occupants and users of neighbouring existing and new buildings and spaces should not be adversely affected by noise, dust, pollution and smell or poor air quality;
18. Ensure buildings and spaces are future proof designed to be easily adaptable and flexible to respond to changing social, environmental, technological, digital and economic conditions;
19. Incorporate provision for the recycling, storage, collection and composting of waste materials; and
20. Incorporate the use of sustainable design and construction methods and materials in the layout and design to support a low carbon economy.

Proposals must meet the requirements of any development brief prepared by the Council for an allocated site.

Further detailed guidance and information will be set out in the Placemaking and Design Supplementary Guidance, Householder Design Supplementary Guidance and the Daylight and Sunlight Design Supplementary Guidance.

Policy D 1.1: Extensions and alterations to existing buildings for residential purposes

Proposals will be assessed against the following criteria:

1. The development should not result in a significant loss of character or amenity to the surrounding area;
2. Should complement the scale and character of the existing building, neighbouring properties and their setting, particularly in terms of style, form and materials;
3. The size, scale and height of any development must be appropriate to and not adversely impact or dominate the existing building;
4. Should not create an unbroken or terraced appearance;
5. Where additional bedrooms are proposed or a garage/driveway is being converted to another use other than for the parking of a vehicle, proposals will be required to provide parking in accordance with the Council's Roads Development Guide; and
6. Should avoid over-development of the site by major loss of existing front and rear garden space. No more than 50% of the rear garden should be occupied by the development.

Further detailed information and guidance will be set out in the Householder Design Guide Supplementary Guidance.

