



Wigan Local Development Framework
House Extensions Design Guide
Supplementary Planning Document

Consultation Statement
February 2009

Environmental Services Department
Wigan Council

Contents

Title	Page
Consultation Statement	2
Appendix A Issues and Options paper (text based)	4
Appendix B Example Letters	20
Appendix C Website on Issues and Options paper consultation	23
Appendix D Minutes on meetings with key stakeholders	24
Appendix E Summary of comments received and council's response	31
Appendix F Summary of comments received with regards to the scoping report and council's response	32

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Supplementary Planning Document

1. Approximately 250 letters (please refer to Appendix B) were sent on the 28th September 2007 to:

- Development Control (Council employees)
- Building Control (Council employees)
- Access Officer and other advisors on design (Council employees)
- Highways Officers (Council employees)
- Community Plan representatives
- District Councillors
- Parish Councils
- Organisations and people who have previously expressed an interest
- Statutory organisations
- Civic Trust
- Local house builders
- Environment and Development Partnership

These details are included on the joint Development Control and Building Control Forum and the Environmental Service Department's Community Engagement database.

2. The letter set out the context and purpose of the Issues and Options document, and sought a response by 26th October 2007 on the preferred options and any additional issues that the document may not have been covered. Due to postal strikes and problems issuing the document the consultation period was extended until the 9th November 2007, a total of 6 weeks. The Issues and Options paper was advertised by way of news item in the Borough Life. The Issues and Options document was also available on Wigan Council's web site explaining that preparation of the document had started and inviting comments (please refer to Appendix C).

3. Members of the key stakeholders were selected at random and invited to attend a meeting on the Issues and Options paper which took place on the 1st November and 8th November 2007 (please refer to Appendix D).

4. By this date seven 'no comment' responses and seven more specific comments had been received. These comments are summarised, together with the council's response in the table attached at Appendix E.

5. The scoping report highlighted the background information and issues relevant to residential extensions. A scoping report was sent to statutory consultees for consultation from the 8th November 2007 for five weeks until 13th December 2007 (please refer to Appendix F). The report was also made available for wider consultation and comments received were incorporated into an updated version, which was sent to statutory consultees for further consideration on the 28th November 2007.

6. The council carried out a sustainability appraisal of three broad options for the Draft House Extension Design Guide Supplementary Planning Document. The results of this

process helped to inform the approach and content of the draft document. Further appraisals were carried out, which helped the council identify potential impacts and to make further refinements to the draft document.

7. The draft document is due to be considered by Planning Committee on the 3rd February 2009 and at Cabinet on the 5th February 2009.

8. The formal public participation process commences at 5.00pm on 6th March 2009 and finishes at 5.00pm on 17th April 2009.

9. During this period printed copies of Draft House Extension Design Guide Supplementary Planning Document and related material, including this Consultation Statement, the Sustainability Appraisal report and comments forms, will be placed on deposit in the Borough's libraries, Wigan and Leigh Town Halls and at the Environmental Services Department offices at the Civic Buildings and Gateway House Wigan.

10. Printed copies of the draft document and related material will be available upon request.

11. Everybody identified in paragraph one of this Consultation Statement will be notified of the public participation on the draft document.

12. The document will be advertised by way of a notice in the Wigan Observer on the 3rd March 2009 and the Leigh Journal on the 5th March 2009.

13. The draft document and Sustainability Appraisal can also be viewed on the council's website at <http://www.wigan.gov.uk/Services/Planning/Policies/DevelopmentFramework/HouseExtensionsAlterations.htm> and representations submitted online. It will remain on the council's website until replaced by the adopted document.

House Extensions Design Guide Supplementary Planning Document Issues and Options Paper

Introduction

There is a recognised need to improve residential alterations and extensions in the Borough. The purpose of this paper is to identify all the main issues regarding residential alterations and extensions in the Borough and propose a number of options that may be necessary to address such issues.

The Issues and Options identified in this document have been taken from either the Council's current guidance on residential alterations and extensions - 'Extending your home', other Local Authorities guidance on residential alterations and extensions and/or consultation with Planning Officers.

Public consultation can then help determine the preferred options to address these issues. Alternatively, public consultation may highlight other issues and options which the Council would welcome.

The overall aim is to create a document that has had the necessary consultation from the start, so that all the major issues and options are considered fully.

This paper will aid in the development of a Supplementary Planning Document (SPD) that forms part of the Wigan Local Development Framework.

Policy Considerations

This section is a summary of existing planning policy which sets the framework for the SPD.

The importance of good design is recognized in national government guidance, Planning Policy Statement 1: "Delivering Sustainable Development" (PPS 1) which states that good design should contribute positively to making places better for people.

National government, Planning Policy 3: Housing encourages residential development that makes the best and most efficient use of previously developed land, with consideration given to the opportunities that the site location offers. Any development proposal must maintain a positive relationship with its surroundings and must be appropriate to the context and character of the area.

Policies found in the North West current and emerging Regional Spatial Strategy also provide general policy context. The North West Best Practice Design Guide not only encourages good design in terms of built aesthetics but also encourages development to explore the economic, environmental and social elements of design.

Policies relating to alterations and extensions are contained within the Wigan Replacement Unitary Development Plan 2006. This document provides a detailed

framework to enable fair and consistent decisions on planning applications which the Council as local planning authority is required to determine.

All development will need to comply with the principal policy R1D - The Design of New Residential Development and House Extensions. Development should also accord with other design policies, such as policy EV3 - Design and policy EV3A - Design of New Development.

The guide should also be read in conjunction with the Design Guide for Residential Development. Additionally, the location and context of the property may also be such that other policies and considerations in the development plan will also be applicable. This Supplementary Planning Document provides assistance in these instances, for example where buildings are located in a Conservation Area, or which may be a listed building or have a protected tree nearby, or where the building is located in the countryside or specifically in the Green Belt.

Residential Rear Alterations and Extensions

Issue 1

Alterations or extensions to the rear of the property are usually the simplest and most acceptable way of extending the size and number of rooms in your home.

Although rear alterations and extensions are unlikely to have a visual impact on the street scene, they are usually highly visible from neighbouring properties. It is important that the proposed development has no adverse effects on neighbouring properties. Neighbouring properties need to be protected in terms of over dominance, loss of privacy, loss of daylight and sunlight.

Option 1a

'do nothing approach'

The Council's existing advice note, 'Extending your home' states a number of design criteria for rear alterations and extensions. This would not be changed.

For instance, it recommends that single storey extensions should comply with a number of guidelines including two specific principles.

- A single storey rear extension should not project along a common boundary by more than 3.05 metres so that it does not overshadow the adjoining property. Longer extensions may be acceptable if set off the boundary by a distance proportional to the extra length.
- To respect the privacy of your adjoining neighbours, no windows should be placed within 2.4 metres of a boundary which they face. If this is impossible an above eye level window should be used with a sill height of at least 1.67 metres. Although the advice note states a number of design considerations for 2 storey rear extensions there are no specific principles to determine whether or not such an extension is acceptable.

Implications for Option 1a

Option 1a would continue to set out a definite principle for single storey extensions but would only provide general guidance for two storey extensions. Therefore, each planning application for two storey extensions would be considered on their own merits, meaning there would be no general consensus as to what would or would not be

acceptable. This may lead to inconsistency in decisions without clearly stated good reasons.

Option 1b

'use a 45 degree code'

A number of Local Authorities within England use the '45 degree code,' which is based on the British Institute Standard Code of Practice. The code is applied by drawing a line at 45 degrees from the mid-point of the nearest window to a habitable room[1] on any adjoining owner's property. If the line cuts through any part of the development proposed then the extension is too large and should be reduced in size, in order to prevent any negative impact on neighbouring properties.

If the window of the nearest habitable room to be affected is not the primary source of natural light, then the 45 degree code may be relaxed.

Implications for Option 1b

Option 1b would set out a definitive code to determine whether or not a single or two storey extension would be acceptable. However, in some instances an extension may be considered to be acceptable but because of such a code is deemed unacceptable, hence unnecessarily restricting the householder as to what they can or cannot develop.

Option 1c

'use a combination of Option 1a and Option 1b'

Use a combination of Options 1a and 1b for single and 2 storey rear extensions to allow flexibility as to what is and is not acceptable.

Implications for Option 1c

Option 1c would enable the Council to use both design codes to effectively assess whether or not a single and/or two storey residential rear alteration or extension is acceptable.

Other Issues

Although the above is seen as the major issue about residential alterations and extensions, the Council would expect householders to take account of other relevant issues. For instance, to ensure that;

- The character and appearance of the building and area is maintained. Building materials and architectural detailing should match the existing property.
- There are no problems of unreasonable overshadowing, over dominance, loss of privacy or loss of daylight to adjacent properties and their garden or patio areas.
- The roof pitch should be similar to the main house roof pitch. Flat roofed extensions normally appear to be unsympathetic to the form of the original building and can have an adverse affect on the character of the residential area.
- There is no encroachment on a common boundary with any neighbouring property.
- Alterations or extensions do not have an adverse impact on trees.
- A significant proportion of the back garden/yard is not taken up by the development.
- Any residential alteration or extension is in accordance with policy R1D (f) of the Wigan

- Replacement Unitary Development Plan, which sets out a number of interface standards

The above considerations would apply to all types of housing; hence it may be more difficult to extend a terrace dwelling compared to a detached property.

Question 1

How should the Council consider planning applications about rear residential alterations and extensions? Which of the above options should we consider in the SPD? What other issues should be considered?

[1] Any room used or intended to be used for sleeping, cooking, living or eating purposes. This excludes such enclosed spaces as pantries, bath or toilet facilities, service rooms, corridors, laundries, hallways, utility rooms or similar spaces.

Conservatories

Issue 2

The purpose and design of conservatories can give rise to problems of loss of privacy and overshadowing for adjacent properties, therefore the following is proposed.

Option 2a

'do nothing approach'

The Council currently has no specific detailed design guidance on conservatories on what is and is not acceptable. Proposals are currently assessed against UDP policy. This would continue.

Implications for Option 2a

There is no guidance on conservatories so there may have been many unknown instances where conservatories have caused a loss of privacy and overshadowing for adjacent properties. Furthermore, in recent years conservatories are proving to be a popular extension type, therefore such problems are more likely to occur more frequently.

Option 2b

'provide general design guidance'

The Council could introduce general design guidance for conservatories. This would explain that planning applications should take into account the problems of loss of privacy and overshadowing for adjacent properties and recommend a number of mitigation measures, for example, ensuring a solid wall adjoining a boundary and/or opaque glazing of any windows facing a boundary. Additionally, it would make the applicant aware of the possibility that the habitable room which the conservatory adjoins may lose a considerable amount of daylight.

Implications for Option 2b

This would provide guidance on conservatories and have a greater say in what can and cannot be developed, taking into account the interest of neighbours as well as the applicant. It would also help reduce the adverse impact that conservatories may have on the amenity of adjacent properties and raise awareness of the problems a conservatory may have on a habitable room.

Option 2c

'provide more detailed design guidance'

Alternatively the Council could not only include design guidance outlined in Option 2b but also provide design guidance on the appearance and setting of conservatories in relation to the original dwelling and neighbouring properties.

Implications for Option 2c

Option 2c would enable the Council to go further than controlling the adverse amenity impacts a conservatory may have on neighbouring properties. It would allow the Council to control the visual impact a conservatory may have on the character of the original dwelling and neighbouring area.

Question 2

**How should the Council consider planning applications for conservatories?
Which of the above options should we consider in the SPD?**

Residential Front Extensions

Issue 3

The design and appearance of the front elevation of houses, as well as the distance between properties in the street or road are important elements in defining the character of the local street scene. Where there is a strong building line established, the siting and design of all extensions to the front of dwellings should be strictly controlled to protect this important characteristic, therefore the following is proposed.

Option 3a

'do nothing approach'

The advice note, 'Extending your home' does not explicitly state the current Council's stance on residential front single or two storey extensions. However, it would have to accord with the rest of the document's design guidance on addressing issues of amenity and appearance.

Implications for Option 3a

Option 3a would still continue to leave 'loop-holes' in permitting front extensions that may have an adverse impact on the character and appearance on the street scene. Furthermore, it may result in problems of unreasonable overshadowing, over dominance, loss of privacy and loss of daylight to adjacent properties.

Option 3b

'permit front extensions in exceptional circumstances and in accordance with design guidance'

The Council could make it clear that only in exceptional circumstances would a residential front single or two storey extension be acceptable. However, such development would have to accord with design guidance on the appearance of the building, protecting the character of an area, respecting the current building line where applicable and not overshadowing, dominating, or meaning that an adjacent property would suffer from privacy and daylight loss.

Implications for Option 3b

Option 3b would mean that there is control over what is or is not acceptable in terms of residential front extensions. However, it would give the householder the chance to have

a front residential extension if the applicant can justify exceptional circumstances and if the planning application is in accordance with design guidance.

Option 3c

'permit no front extensions'

Excluding side extensions, the Council could clearly state that they would not permit any residential front single or two storey extension to completely ensure that the street scene is not compromised.

Implications for Option 3c

Option 3c would ensure that there are no issues with regards to developing front extensions. However, it would restrict the householder from developing their house, if the only possible type of extension they can have is at the front of the residential dwelling.

Question 3

**How should the Council consider planning applications for front extensions?
Which of the above options should we consider in the SPD?**

Porches

Issue 4

Even modest extensions such as porches can obstruct the outlook from adjacent windows of terraced and semi detached properties. Porches that are large in scale with the original property, or project excessively, or compete with existing features such as bay windows are at greater risk of creating an eyesore. A poorly designed porch that bears no resemblance to the symmetry of the neighbouring properties can be detrimental to the appearance of the street scene, therefore the following is proposed.

Option 4a

'do nothing approach'

The advice note, 'Extending your home' recommends that porches comply with the following guidelines, which would not be changed.

Where there are existing features such as bay windows the porch should fit in with the design of these so that the appearance is not compromised. Porches should be in scale with the main dwelling. On smaller, modern dwellings a porch should not normally exceed 1.075 metres in depth. A pitched roof should be incorporated where possible. The width of the porch should be no greater than one third of the width of the dwelling.

Implications for Option 4a

Option 4a would permit a type of porch which would relate to the existing house in terms of scale, positioning and roof type. However, it gives the perception that a universal style of porch is acceptable for most properties, and does not give any instances where a porch may not be acceptable. Furthermore, it does not clearly emphasise the need for a porch to be in character and appearance with the original property and the street scene.

Option 4b

'provide general design guidance'

The Council could provide guidance on how a porch should be designed. For instance a porch should:

- Reflect and complement the design of the host dwelling, especially in style, proportion and materials;
- Be of scale which does not dominate the front of the property;
- Be in keeping with the character and appearance of the area.

Implications for Option 4b

Unlike Option 4a, Option 4b would not provide specific guidelines but instead would provide guidance on a suitable porch design, allowing householders to develop a porch type which is more appropriate to that specific house and locality.

Option 4c

'don't provide any design guidance'

Porches may be built without requiring planning permission outside any door of a dwelling provided that:

- the floor area is no more than 3 square metres measured externally;
- the height is no more than 3 metres;
- no part of the porch comes within 2 metres of the boundary of your property which faces a highway.

Therefore, as porches may be developed as long as they comply with the above, is there any need to introduce further design guidelines?

Implications for Option 4c

Option 4c would permit any type of porch developed in accordance with permitted development minimum standards. This would allow the householder to develop a porch to their standards. However, there is a danger that without any additional design standards, the character and appearance of the original dwelling and street would be compromised.

Question 4

How should the Council consider planning applications for porches? Which of the above options should we consider in the SPD?

Residential Side Alterations and Extensions

Issue 5

Side extensions can be highly visible in the street scene and can have a significant impact upon the character of a housing area. Therefore, it is essential that they are well designed and sited to avoid having a negative impact upon their surroundings.

The character of a housing area derives not only from the design of individual dwellings but also from their layout in respect of one another. The gaps between houses provide a sense of spaciousness and their inappropriate infilling or interruption can result in a fundamental change in the character of a street.

Option 5a

'do nothing approach'

The advice note, 'Extending your home' suggests the following for single storey side extensions;

- Remember to provide external access through from the front to the rear of your property otherwise you may find that you have to carry refuse or garden waste through the house.
- It may be necessary to set back a side extension from the front main wall of the dwelling by the depth of one brick, where there is a problem of not being able to join the new brickwork to the old because of difference in size, age or type.

For two storey side extensions, the document recommends that;

- On semi-detached properties the front of a two storey side extension should be set back by 1 metre or 3 feet 3 inches to avoid any 'terrace' effect which may be created with the neighbouring property. This occurs if both neighbours decide to extend at two storey level over their driveways for the full length of the side of the house. The result is that the two dwellings lose their 'semi-detached' or 'detached' appearance and look like terraced properties which affect the appearance of the street. Where only one house is to be extended by a two storey extension it should be set back by the depth of one brick 100 mm or 4 inches to avoid problems of joining new brickwork to the old.
- The line and type of the existing roof should be repeated in the roof design of the extension. Flat roofs are particularly unsightly on two storey side extensions and are usually not acceptable.
- No windows should be provided which would cause overlooking of adjoining properties.
- Access to the rear garden should be available without passing through a habitable room.

Implications for Option 5a

Option 5a would continue to provide design guidance for both single and two storey side alterations and extensions. However it does not provide enough guidance to ensure well designed single storey extensions.

Option 5b

'more detailed design guidance for single storey extensions'

The Council could provide more detailed design guidance on single storey extensions, including guidance on windows, roof scape and on set backs. This would ensure that extensions do not have an adverse impact on the original building and the street scene.

Implications for Option 5b

Option 5b would continue to provide appropriate design guidance for two storey extensions and provide the much needed additional guidance for single storey extensions.

Option 5c

'relaxed design guidance'

The advice note provides design guidance which may be seen as unnecessarily restricting development, for instance;

- Access to the rear garden should be available without passing through a habitable room (design guidance for single and 2 storey extension).

- Where only one house is to be extended by a two storey extension it should be set back by the depth of one brick 100 mm or 4 inches to avoid problems of joining new brickwork to the old (design guidance for two storey extensions).

The Council could reword or exclude such design guidance from the document to allow house extensions that would previously have been acceptable.

Implications for Option 5c

Although Option 5c would remove or reword design guidance that may be too restrictive, excluding such design guidance may consequently allow more unacceptable development in the borough.

Question 5

How should the Council consider planning applications for side alterations and extensions? Which of the above options should we consider in the SPD?

Corner Plots

Issue 6

Another important issue is side extensions on houses on corner plots. The side elevation of houses on corner sites is often built in line with the fronts of houses on the side streets. Therefore, a side extension on a corner plot could have an effect on the building line of the adjoining property.

Option 6a

'do nothing approach'

The advice note, 'Extending your home' explains that any extension on a corner plot tends to be very prominent from both front and side. For this reason careful design will be needed to produce an extension which matches the existing dwelling and takes into account the following guidance;

- Adequate garden areas should remain between the road and the dwelling to protect the street scene.
- Any extension on a corner plot which runs along a highway may require planning consent.

Implications for Option 6a

Option 6a is too weak to ensure that corner plot development respects building lines and continues to provide the appropriate visibility of the street for pedestrians, cyclists and drivers.

Option 6b

'more detailed design guidance'

The Council could provide more detailed design guidance than originally provided in the advice note, such as;

- The side elevation of houses on corner sites should be built in line with the fronts of houses on the side street;
- Distance from adjacent property – the greater the distance the less the impact;
- Pedestrian and vehicular visibility;
- Height of extension and its impact on 'side-street'; and

- Screening/enclosures – the degree to which the site is enclosed beyond the building line, by fences and planting.

Implications for Option 6b

Option 6b would mean that development would have to respect building lines as well as enhance the character and appearance of the street.

Question 6

How should the Council consider planning applications on corner plots? Which of the above options should we consider in the SPD?

Dormer Roof Extensions

Issue 7

Any roof extensions should not detract from a clear roof profile found on a group of houses. To avoid having an adverse affect on the dwelling and the street scene roof extensions should avoid being higher than the existing ridgeline. In recent years dormer windows have proved a popular housing extension in providing additional head room for loft conversions. However, it is important to note that traditional dormer windows, whether flat topped, hipped or gabled, were designed to light the attic, not create additional space.

Option 7a

'do nothing approach'

The advice note, 'Extending your home' explains that dormer windows are generally acceptable provided that the following points are followed;

- Any dormer extension or loft conversion should not project above the bottom of the ridge tile on the roof of the original dwelling.
- The size of the dormer should be in scale with the surface area of the roof. The dormer should not give the dwelling a 'top heavy' appearance. In some cases two smaller dormers may be a better solution than one large one. A pitch to the roof of the dormer will look better than a flat roof and usually will give better weather protection.
- Dormer extensions to the front of dwellings and on semi-detached properties need to be carefully designed so that they do not spoil the appearance of the two properties.
- Dormer extensions in side elevations should be avoided where they are likely to cause overlooking and loss of privacy for adjoining neighbours.

Implications for Option 7a

Option 7a provides only basic guidance on what is and is not acceptable on dormer windows. Additionally, it does not emphasis the importance of ensuring that dormer windows do not compromise the character of the street.

Option 7b

'general design guidance'

The Council could provide alternative, clearer design guidance on dormer windows, such as;

- Dormer windows should not be so large that they dominate the roof, but be at a scale that is within keeping with the property.
- The design of dormer windows should match the scale and characteristic of the building or others in the street. Smaller windows with gabled, sloped or hipped roofs, are often more appropriate.
- To maintain the balance of the overall elevation dormer windows should be positioned inline with other windows and doors.
- Dormer windows should be constructed of an appropriate material that blends in with the existing roof. This may be tiles, slates, lead or timber boarding.
- Depending on the dormer style found within the area, dormer windows should be sited just below the ridgeline of the dwelling, and built facing the eaves extending from the external wall.
- Flat-roofed dormer windows would not be allowed.

Implications for Option 7b

Option 7b provides a number of design guidelines but it does not restrict where dormer windows should or should be located. Unlike Option 7a, it recommends dormer windows to be built from the external wall. This would mean that dormer windows would be part of the built façade and not found within the middle of the roofscape.

Option 7c

‘providing design guidance including positioning’

In addition to providing general design guidance on dormer windows, the Council could go further and restrict the location of dormer windows. For instance, if there are no dormer windows found on the street then only permit dormer windows to the rear of the dwelling in order to preserve the character of the street.

Implications for Option 7c

Option 7c imposes strict guidelines on not only how dormer windows should be designed but also where they should be located; such an approach may be too restrictive in certain circumstances.

Question 7

How should the Council consider planning applications for dormer roof extensions? Which of the above options should we consider in the SPD?

Garages and Outbuildings

Issue 8

Outbuildings, including garages should be judged in the same way as any other extension. They should not impact detrimentally on the space surrounding buildings and must be smaller in scale, clearly ancillary to the house as well as complement the original dwelling in terms of materials, design and roof arrangements.

More importantly, outbuildings should normally not be in front of domestic properties nor infringe on the street scene, and form should be in keeping in relation to the existing and surrounding properties.

Option 8a

‘do nothing approach’

The advice note, ‘Extending your home’ suggests the following for garages;

The recommended minimum inside measurements of a single garage is 5 metres x 2.3 metres or 16 feet 5 inches x 7 feet 6 inches.

- There should be a minimum distance of 6 metres or 19 feet 9 inches from front of garage door(s) to the back of footpath so that the garage doors may be opened without the car obstructing the footpath.
- If the driveway is constructed 4 metres or 13 feet 2 inches wide you will be able to park two cars side by side.
- Provide a 1 metre or 3 feet 3 inches wide access to the rear garden for moving refuse bins and garden materials.
- If the garage is prominent or is attached to the house then matching brickwork is essential and a matching pitched roof will complement the appearance of your home.
- Even if the garage is detached from the house every effort should be made to match the materials to those of the existing building.
- If the garage is attached to the house the garage door(s) should be centralised with brick piers of equal width at each side.
- An attached garage may be combined with an existing or proposed porch provided that the above points can be met. But it will only be acceptable where:
 - there is an irregular building line; or
 - there are existing projecting features such as bay windows;
 - it would not visually spoil the rest of the road; and the minimum drive length will remain.
 - if the garage is attached to the house a 1 metre or 3 feet 3 inches means of access should be kept

Implications for Option 8a

Option 8a would continue to only give guidance on garages and not on outbuildings. Furthermore, it is made complicated with the inclusion of too much design guidance.

Option 8b

'general design guidance'

Instead of providing specific guidelines, more general design guidance could be provided, such as;

- Outbuildings should be constructed from complementary materials as well as reflect the style, shape and architectural features of the main dwelling.
- Flat and mono-pitched roofs are not appropriate, as they can detract from the host buildings and have serious implications for the character of the street scene, as well as future maintenance.
- Outbuildings should not have an adverse impact on neighbouring properties in terms overlooking, overshadowing, etc.
- The garage should be set back a minimum distance of 6m boundary adjoining the highway (which includes the footpath) and the front elevation of the garage. This would reduce the potential visual impact a garage door may have on the street scene and allow for the garage door to be opened without having a detrimental impact on the users of the highway. Furthermore it would allow a vehicle to be parked in front of the garage and potentially not on the street.

Implications for Option 8b

Option 8b would provide more general design guidance on outbuildings, including garages, making it more reader friend, without removing the necessary recommendations.

Question 8

How should the Council consider planning applications for garages and outbuildings? Which of the above options should we consider in the SPD?

Parking

Issue 9

In recent years there have been a number of cases where front yards or gardens spaces have been transformed into car parking areas. However, it is important that such off street car parking area has regard to the setting of the house and the surrounding street. The general aims in the design of a forecourt parking area should be to retain as much sense of enclosure as is practical by the retention, or introduction of boundary features, the provision of gates and by generous planting. If gates are to be provided they must not open out onto the pavement and the forecourt must be deep enough to allow them to be opened and closed when the vehicle is parked on the forecourt.

Option 9a

'do nothing approach'

The Council advice note, 'extending your home' does not provide any specific design guidance and only provides highway engineering recommendations.

Implications for Option 9a

Option 9a would mean the continued transformation of front yards or garden spaces into car parking areas, which may not fully address a number of issues on design and the effects it may have on the street scene.

Option 9b

'general design guidance'

To improve the design quality proposed car parking areas the following could be proposed;

- Be large enough to allow a car to be parked without overhanging the footway.
- Have sufficient space allowance between the parked car and the building to avoid the obstruction of daylight to the ground floor rooms and the possible harmful impact of excessive fumes.
- Have sufficient space to allow easy access to the front door and any side gates.
- In some circumstances incorporate a turning area where road conditions dictate this might be necessary.
- Be wide enough to allow access to both sides of the parked car. Normally a parking space should be 3 metres width.
- Retain, where possible a separate entrance path to the front door and separate this from the parking space by a planted border.
- Minimise the disturbance of any existing trees or established plants or hedges by thoughtfully laying out the hard surface for car parking.
- Separate entrance path to the front door and separate this from the parking space by a planted border.

The materials chosen for surfacing a hard-standing should be chosen with care, so that they compliment the building. The emphasis should be on reducing the amount of hard surfacing and maximising the amount of soft, permeable landscaping, which will in effect reduce surface water run off as well as localised flooding. Thought should be given to the arrangement of the materials. This treatment reduces the impact of the parked car on the front elevation of the property as well as the street in general.

In the interests of pedestrian safety, the Borough maintains standards for visibility, the dimensions of which are shown on the following diagrams. These vary according to the width of the importance of road.

Implications for Option 9b

Option 9b would introduce design guidance and ensure that the transformation of front yard or garden space would not have any adverse effect on the setting of the dwelling and/or the street scene.

Option 9c

'Include refuse bins within the general guidance on parking areas'

When considering the provision of a forecourt parking space, it is also important to consider the location of refuse storage bins. If possible, bins should also be located behind the building line. However, if this is not possible, a screened bin store could be provided as part of the forecourt layout.

Implications for Option 9c

In addition to Option 9b, Option 9c would ensure that any proposed refuse bins would also be considered in the transformation of front yard or garden space. However, the Council currently encourages householders to store refuse bins at the rear of properties, which would contradict this option.

Question 9

How should the Council consider planning applications for parking? Which of the above options should we consider in the SPD?

Renewable Energy

Issue 10

Recently, the issue of sustainability and climate change has risen up the national government agenda. Promoting sustainable design and renewable technologies could help to address these issues.

Option 10a

'do nothing approach'

The advice document, 'Extending your home' does not cover sustainable design or how to accommodate renewable technologies as the issue of sustainability and climate change was not on the national, regional or local agenda at the time of publication.

Implications for Option 10a

Option 10a would conflict with today's national, regional and local government agenda on promoting sustainability and renewable technologies.

Option 10b

'promote sustainable development'

Promote sustainable development and renewable technologies but do not offer guidance on how renewable technologies should be developed.

Implications for Option 10b

Option 10b would promote sustainability and renewable technologies and would avoid conflicting with any national guidance that may be introduced on developing householder renewable technologies.

Option 10c

'promote sustainable development and offer guidance on renewable technologies'

Promote sustainable development and offer guidance on developing householder renewable technologies such as;

- Develop such technologies to the rear of properties to avoid affecting the appearance and character of the street scene.
- If such technologies are likely to generate a significant amount of noise or are likely to have a significant visual impact, ensure that they are developed away from habitable room windows.

Implications for Option 10c

Option 10c would promote sustainability and renewable technologies as well as provide guidance on how to develop householder renewable technologies. However, the development of renewable technologies is still in its infancy. There is little guidance on the development of renewable technologies and the Council has received few planning applications on such matters. Therefore it may be more logical for the Council to assess such development on an individual basis without any local guidance.

Question 10

**How should the Council consider planning applications on renewable energy?
Which of the above options should we consider in the SPD?**

Consultation

Consultation at this stage is informal and is intended to inform the scope and general content of the document. The following key interest groups have been identified for this early stage:

Development Control (Council employees)
Building Control (Council employees)
Access Officer and other advisors on design (Council employees)
Highways Officers
Community Plan representatives
District Councillors
Parish Councils
Organisations and people who have previously expressed an interest
Statutory organisations
Civic Trust
Local house builders

Environment and Development Partnership

Question 11

Do think anyone else should be consulted at this early stage? Please let us know.

Timetable

Issues and Options consultation - 28th September to 26th October 2007

Consultation on Draft Supplementary Planning Document - January and February 2008

Adoption - June 2008

How to make comments

If you have any comments to make on the above proposals for the Residential Alterations and Extensions Supplementary Planning Document, please return comments to the address below.

Contact Details

Chris Carroll
Environmental Services
Freepost NWW 5378
Wigan Council
Civic Buildings
New Market Street
Wigan
WN1 1ZZ
Or you can email: c.carroll@wiganmbc.gov.uk

Please send comments by 5pm Friday 9th November 2007

Or you can submit your comments online by accessing the document on the Council's website www.wigan.gov.uk.

This document can be made available in alternative formats on request.

To:

Please leave blank

Our Ref:
Your Ref:
Please ask For: Chris Carroll
Extension: 4252
Direct Line: 01942 404252
Date: PLEASE DATE 28th SEPTEMBER 2006.

Dear Sir/Madam

Supplementary Planning Document: Residential Alterations and Extensions

Wigan Council is in the process of preparing its Local Development Framework, which comprises of a number of separate plans and documents. A Supplementary Planning Document on Residential Alterations and Extensions is now programmed for commencement. This will provide additional guidance to policy R1D in the Replacement Wigan Unitary Development Plan, approved in April 2006, and will go through a process of consultation. It will also be subject to a separate Sustainability Appraisal to assess the social, economic and environmental impacts of the policies being prepared.

The purpose of this letter is to provide you with the opportunity to put forward any additional issues or options or information that will contribute to the preparation of the document. To help start this process we are providing a Issues and Options Paper of the key issues and options relating to the document in the pages attached.

Once all evidence has been gathered a draft document will be produced. This will be subject to a more formal consultation process in January and February 2008 when you will be able to comment again. An opportunity to comment on the Sustainability Appraisal will also be given.

Thank you for your time in considering this matter and we look forward to hearing from you. **Please send your comments to the officer named at the end of the Issues and Options paper by 26th October 2007.** If you wish to discuss any general matters or if you know of other people who have not been consulted that may also be interested in this document please contact Chris Carroll email, c.carroll@wiganmbc.gov.uk or phone 01942 404252.

This letter and the consultation outline are available in alternative formats on request.

Yours faithfully,

Chris Carroll
Urban Design Planning Officer

G/POLICY/LDF/SPDs/Residential Alterations and Extensions/Draft Pre Consultation Letter DCBC etc

To:

Please leave blank

Our Ref:
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Dear Councillor

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Yours faithfully,

Chris Carroll
Urban Design Planning Officer

G/POLICY/LDF/SPDs/Residential Alterations and Extensions/Draft Pre Consultation
Letter Councillor etc

Our Reference: D/CC/DL/32.2F (xvii)
Your Reference:
Please ask for: Chris Carroll
Extension: 4252
Direct Line: 01942 404252
Email: c.carroll@wiganmbc.gov.uk
Date: As postmarked

Dear Sir/Madam

**House Extensions and Alterations Supplementary Planning Document
Issues and Options Paper**

You have previously been contacted with regard to the proposed House Alteration and Extensions Supplementary Planning Document as part of a public consultation exercise. Further information about the Supplementary Planning Document can also be found on the Council website www.wigan.gov.uk.

You have confirmed your attendance to the Issues and Options meeting which will involve other professional consultees and Planning Officers. This will take place on **Thursday 8th November 2007 at 10.30 am** in the First Floor Conference Room at the address provided below. A buffet lunch will also be provided.

It will be the intention of the meeting to assess the Supplementary Planning Document Issues and Options in more detail and to aid in the development of a Draft Supplementary Planning Document for House Alterations and Extensions.

If you need any further information please do not hesitate to contact me.

Yours Faithfully

Chris Carroll
Urban Design Planning Officer

House Extensions and Alterations

There is a need to improve the quality of house extensions and alterations across the borough.

A Supplementary Planning Document is proposed to encourage improvements in the quality of house extensions and alterations. This will provide clear guidance and set standards for different types of development including rear, side and front extensions and alterations, conservatories, porches, corner plots, dormer roof extensions, garages and outbuildings, parking and renewable energy.

The Supplementary Planning Document will be supplementary to Policy R1D and other design policies in the Replacement Unitary Development Plan.

Issues and Options

We are currently consulting stakeholders and other interested people on the Issues and Options that should be included in the Supplementary Planning Document.

INSERT FROM LIMEHOUSE

The consultation period is from 29 September 2007 to 26 October 2007. **However, due to problems issuing the document we have extended the consultation period until the 9 November 2007.**

Draft Supplementary Planning Document

Following the initial consultation we intend to produce a Draft Supplementary Planning Document. This will be reported to Cabinet in December with a formal public consultation taking place in January and February 2008. We aim to have the final version of the Supplementary Planning Document adopted in June 2008.

Contact Details

E-mail	planning@wigan.gov.uk
Opening Hours	8.45 am to 5.00 pm
Phone Number	01942 404252
Fax	01942 404222
Address	Wigan Council, Civic Buildings, New Market Street, Wigan, WN1 1RP

**House Alterations and Extensions Supplementary Planning Document
Meeting
Thursday 1st November 2007**

Present

Alan Green (Architectural Design), Dale Melling (PAB Architects), Paul Baines (PAB Architects), Stephen Pimlott, Christopher Carroll, Dave Rawsthorne, Amy Aspinall

Residential Rear Alterations & Extensions

- CC CC introduced the issues and options associated with rear alterations and extensions. He put forward the issue of the 3 metre rule.
- PB AG asked whether or not the 3 metre rule could be overcome if both properties extended at the same time.
- DR DR said that the 3 metre rule could potentially be overcome if both properties extended at the same time.
- AG AG presented the scenario of what if the neighbour didn't want to extend their property but had no objections to the neighbouring property extending beyond the 3 metre rule. He proposed that if the neighbour either consents or objects, their decision should be taken into consideration.
- DR DR raised concerns about the issue of this setting a precedent; however, it could be a material consideration. An example would be where the neighbour has no objection and might want to extend their property in the future.
- CC CC raised the issue of amenity on future neighbours.
- PB PB stated that we need clearer guidance to illustrate whether or not the 3 metre rule is set in stone or if it will be a material consideration. He also stated that 3 metres is often too small for an extension and that more flexibility is needed.

Conservatories

- CC CC introduced the issues and options associated with conservatories
- AG AG pointed out that there is a difficulty of design with conservatories as they are mainly pre-designed by manufacturers.
- DR DR stated that the Council is currently using the 3 metre rule for conservatories. He proposed that if the conservatory is mainly glazed, then the rule could be extended up to 4 metres.
- AG AG agreed that the rule could be longer for lighter structures. He also encouraged that guidance should reflect PD rights and that this should be reflected in the distances.

Residential Front Extensions

- CC CC introduced the issues and options associated with residential front extensions. He put forward the issue of traditional building lines.
- PB PB explained that he has dealt with a number of front extensions and had many objections tot his extension type. He stated that there are considerations of Change of Use and that in certain situations, building lines are not defined.
- DR DR said that alterations to the building line can often create more character.
- AG AG confirmed that if the proposal is well designed and adds character, a change in the building line can be effective.
- PB PB proposed that street scenes should be requested, and key issues identified.
- SP / DM / AG
SP / AG confirmed that there are street scene considerations

Porches

- CC CC introduced the issues and options associated with porches.
- AG AG referred the discussion on front extensions and stated that determination should be down to good design.

Residential Side Alterations & Extensions

- CC CC introduced the issues and options associated with residential side alterations and extensions
- AG AG highlighted the issue of set back distances. He explained that a 1 metre set back greatly restricts side extensions and that a set back of 1 brick is more appropriate. As building lines do sometimes vary, good design guidance is more important, for example pitched roofs, bay windows, enhancing features etc.
- DR DR proposed the question of whether or not the 1 metre set back is necessary if there is good design?
- AG AG proposed that guidance should be less restrictive, but subject to good design.

Corner Plots

- CC CC introduced the issues and options associated with corner plots.
- PB PB was supportive of 1 storey development on corner plots, but not 2 storeys as they are too dominant.
- AG / DM / DR
AG / DM / DR agreed with the above statement.

PB PB continued that corner plot extensions should be subject to good design and that the building line should probably not be an issue.

Dormer Roof Extensions

CC CC explained the issues and options associated with dormer roof extensions. He made particular reference to the problem with PD rights and dormers.

DR DR pointed out that the Council only has control over dormers with a planning application.

CC CC proposed that dormers should be judged on a case by case scenario.

AG AG stated that dormers should be considered along with the street scene, especially if a precedent has already been set.

DR DR suggested that guidance should refer to rear and front dormers separately.

Garages & Outbuildings

CC CC introduced the issues and options associated with garages and outbuildings.

PB PB stated that garages should be set back except in exceptional circumstances, for example, large plots. Garage conversions are becoming more popular and they should depend on good design. Garages should also be subdominant to the main house.

AG AG stated that the housing type should be a consideration.

Parking

CC CC introduced the issues and options associated with parking.

SP SP highlighted the problems associated with garden conversions such as flooding and increased run off.

DR DR suggested that PD rights could be removed from the out-set in new residential developments in order to prevent garden conversion for parking.

Renewable Energy

CC CC introduced the issues and options associated with renewable energy.

PB PB stated that it would be helpful if this was addressed.

CC CC suggested that the Council could address renewable energy on a case by case scenario.

SP SP pointed out that now probably is not the time to address these issues in detail as the document would become outdated quickly and would need to be revised. The issue of renewable energy would be brought through the Core Strategy.

- DR DR pointed out that some guidance on Renewable Energy would be useful.
- SP SP also highlighted that renewable products such as wind turbines are often too expensive unless they are incorporated into new build.
- PB PB stated that guidance is needed if the renewable technology is visible and has an impact on neighbours.
- SP SP said that the wider picture needs to be addressed, for example, in the Core Strategy, and that a number of issues and implications need to be considered.

Other Considerations and Comments regarding extensions

- AG AG highlighted the potential issue of DDA and front extensions. He suggested that DDA should be considered along with good design and should be included in the document.
- PB PB questioned the issue of materials and whether or not they should compliment or match the existing dwelling. He pointed out that modern extensions can enhance buildings especially with the introduction of aluminium windows and folding patios. He suggested that the document should contain a section on this.
- CC CC made the group aware that the document will also include a chapter on amenity.

**House Alterations and Extensions Supplementary Planning Document
Meeting
Thursday 8th November 2007**

Present

Chris Carroll, Amy Aspinall, Dave Rawsthorne, Martin Stuart, Andrew Starkie, MA Waters

Introduction

- CC CC introduced the purpose of the meeting.
- MS MS explained the context of the Supplementary Planning Document within the Local Development Framework.

Residential Rear Alterations & Extensions

- CC CC introduced the issues and options associated with rear alterations and extensions.
- MAW MAW explained that often, the services required by clients are contrary to a number of these issues, such as the 45 degree rule and the 3 metre rule. MAW gave examples of the requirements of disabled people, specialist equipment and the necessity of the 2.2 metre turning area.
- MS MS suggested that the SPD should either allow exceptions in the guidance or avoid it to prevent people from jumping through the loop.
- DR DR stated that this should be addressed as these are material considerations.

Conservatories

- CC CC introduced the issues and options associated with conservatories.
- MAW MAW raised the issue of those that need planning permission and those that are covered by PD rights.
- DR / MS DR / MS stated that the government may be relaxing PD rights further. DR / MS also suggested that the SPD should contain a paragraph on PD rights.

Residential Front Extensions

- CC CC introduced the issues and options associated with residential front extensions. He put forward the issue of traditional building lines.
- AS AS pointed out that we need to consider whether or not the guidance is feasible and fair to everyone.

- MAW MAW stated that front extensions are often necessary to accommodate wheelchair space, and that some people have no other option but to have a front extension.
- DR DR highlighted that we must be more flexible in consideration of special needs adaptation.

Porches

- CC CC introduced the issues and options associated with porches
- MAW / AS MAW /AS raised the concern of exceptional cases setting a precedent for the rest of the street.

Residential Side Alterations & Extensions

- CC CC introduced the issues and options associated with residential side alterations and extensions. He made particular reference to set back and boundary distances.
- MAW MAW highlighted the concern of the limitations the boundary distances would create for extensions for disabled people i.e. the reduced size of rooms and the issue of circulation space.
- DR DR stated that most side extensions would be covered by PD rights. He also raised the issue of whether or not guidance should give more flexibility for exceptional circumstances.

Corner Plots

- CC CC introduced the issues and options associated with corner plots.
- AS AS proposed that in certain circumstances corner plot extensions would be okay.

Dormer Roof Extensions

- CC CC introduced the issues and options associated with dormer roof extensions.
- MAW / AS MAW / AS agreed with the relevance of providing guidance on dormer roof extensions, especially where people do not have the option of alternative extensions, or do not want to extend into the garden.

Renewable Energy

- CC CC introduced the issues and options associated with renewable energy
- AS AS suggested that this is probably best covered by building control.
- DR DR agreed and stated that the Code for Sustainable Homes would cover this also.
- AS AS proposed the possibility of allocating grants to encourage people to use renewable technologies.

**Draft House Extension Design Guide Supplementary Planning Document
Summary of comments received at the informal consultation stage and Wigan Council's response**

	Respondent	Summary of Main Comments	Wigan Council's response
NC1	CABE - Sarah Burgess (letter)	Unable to comment on the Issues and Options Paper but provided some general guidance on producing LDF documents and recommended CABE publications	No response required.
NC2	Environment Agency - Dawn Hewitt (letter)	No comment	No response required.
NC3	Highways Agency - Kristian Marsh (email)	No comment	No response required.
NC4	Network Rail - Nicola Holmes (email)	No comment	No response required.
NC5	North West Regional Assembly - Sam Turner (letter)	No comment	No response required.
NC6	North West Regional Development Agency - John Litt (letter)	No comment	No response required.
NC7	Lancashire County Council - Philip Megson (email)	No comment	No response required.
HE1	Brian R Wilson (letter)	Concerned that it may be too prescriptive, leaving little scope for interpretation by qualified staff.	The document aims to expand on policies set out in government guidance and regional and local development plans. And provide a clear set of guidelines as to what the

	Respondent	Summary of Main Comments	Wigan Council's response
		Stresses the importance of the inter-relationship between building design and context.	council will expect from alterations and extensions by householders. Noted.
HE2	Cycle Liaison Group - Trevor Boardman (letter)	Would be interested if any building was to alter any access to the countryside.	Access to the countryside would be protected by policies set out in the Replacement Unitary Development Plan.
HE3	English Heritage - Judith Nelson (letter)	The House Alterations & Extensions SPD should include sufficient information on statutory protected buildings and areas, and locally important buildings. The SPD should recommend early consultation with the conservation officer. SPD should not be overly prescriptive as this may stifle contemporary and innovative approaches to design and materials.	Noted.
HE4	United Utilities - David Hardman (email)	Advise customers to check for presence of underground utility services when considering an extension in order to avoid extra costs and delays. United Utilities sewer map is available at the Council offices and United Utilities also offers a mapping service at a modest cost.	Noted.
HE6	Wigan Council Highways Department - Paul Cartmell (email)	Parking – preferred options 9b/9c. Need to consider issues such as green space, trees, climate change, habitat, drainage, flooding, suitability of highway access etc. Renewable energy/Sustainable technologies – good if guidance could be	Noted. More detailed guidance on renewable energy and sustainable technologies will be covered in other documents

	Respondent	Summary of Main Comments	Wigan Council's response
		provided either in SPD or in DPD. If guidance is provided perhaps limit it to solar thermal, photovoltaic, heat pumps which are less likely to have a potential nuisance impact. Perhaps provide a separate SPD for these issues which will apply to all types of development from small to large.	in the Local Development Framework.
HE7	Wrightington Parish Council (letter).	Enquires whether or not the Council applies the Merton Rule	The council does not apply the Merton rule.

Draft House Extension Design Guide Supplementary Planning Document Summary of comments received at the informal consultation stage and Wigan Council's response

In accordance with the Strategic Environmental Assessment regulations an earlier version of this scoping report was sent to the three statutory consultation bodies in England for a period of 5 weeks (8th November – 13th December 2007). We also made the document available for viewing on our website.

- Natural England
- English Heritage
- The Environment Agency

Respondent	Summary of Main Comments	Wigan Council's response
Natural England	Protected species issues can be a particularly important consideration in residential extensions. For example, protected species, such as bats, often occupy roof spaces in dwellings. "These issues should be brought to the fore in both the Sustainability Appraisal and the Draft House Extension Design Guide Supplementary Planning Document."	The council have incorporated these suggestions into the scoping report and the Draft House Extension Design Guide Supplementary Planning Document.
The Environment Agency	Satisfied with the scoping report	No response required
English Heritage	Satisfied with the scoping report	No response required