

London Borough of Barking and Dagenham
Local Development Framework

Residential Extensions and Alterations SPD

Supplementary Planning Document

December 2011



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1. Introduction

- 1.1 This Supplementary Planning Document (SPD) is Supplementary to Policies BP8 “Protecting Residential Amenity” and BP11 “Urban Design” of the London Borough of Barking and Dagenham Borough Wide Development Policies Development Plan Document. It contains design advice which applicants must follow when applying for planning permission for residential extensions and alterations.
- 1.2 The SPD does not have the same status as the development plan but, once adopted, it will be an important material consideration in the determination of planning applications.
- 1.3 The provisions of this SPD will be implemented primarily through the determination of applications for residential extensions and alterations.

2. Purpose of the guidance

- 2.1 This supplementary planning document provides guidance for people who want to extend and improve their home. The aim of this guidance is to highlight the different aspects of an extension that the Council will consider when determining whether or not it is acceptable.
- 2.2 The Council appreciates the benefits of extensions. They can provide residents with a greater standard of living without the financial burden of moving to a new house. Not all extensions will be acceptable within all settings. However, the Council is not attempting to restrict innovative design and all applications will be judged on their individual merits.
- 2.3 The guidance is split into two main sections. The first deals with the key principles of householder development which can be applicable to all forms of extension and alteration. The second deals with the different types of extensions and alterations and outlines the specific design criteria that require consideration. You may first need to determine whether or not you require planning permission for your extension. This section of the guidance will also outline the current Permitted Development legislation to help with this. Please note that certain properties have had their permitted development rights removed. More information on this can be found at page 29.
- 2.4 Further guidance on permitted development rights for householders can be obtained at the Planning Portal website. A link is provided below:

<http://www.planningportal.gov.uk/permission/house>

3. Status

- 3.1 This guidance has been put together in accordance with the framework provided in the Government's Planning Policy Statement 12: Local Spatial Planning (2008). The Statutory Development Plan is the starting point when determining a planning application for the development or use of land. The Development Plan consists of the London Plan (July 2011) and the London Borough of Barking and Dagenham's Development Plan Documents (DPDs).
- 3.2 Once adopted, this SPD will provide further detail on the implementation of DPD policy that applicants must follow to ensure they meet the policy requirements.

4. Key Principles

4.1 Design

- 4.1.1 The Borough is home to a variety of different residential areas as well as individual house types. The Council views all residential areas as an asset to the borough and will seek to protect and enhance the positive aspects of these areas which contribute to their character. Unfortunately, parts of the borough have had their character slowly eroded by unsympathetic design.
- 4.1.2 Many parts of the Borough are comprised of terraced housing and the area's character draws from the uniformity this creates. Other areas are predominantly comprised of pairs of semi-detached properties. Here, the separation, gaps between buildings and the symmetry of each pair is a key component of the area's character. However, in many areas there is a mix of different building forms which create their own unique character.
- 4.1.3 When extending your house, you must consider the impact the changes you make may have upon the street scene. All extensions should be designed so as to reflect the positive elements of the character of the area in which they are located. Extensions which undermine the character of the area by not respecting its positive characteristics will not normally be acceptable.
- 4.1.4 Above all, your extension should not appear out of place when viewed as part of the existing environment. This will be achieved in a number of ways:
- 4.1.5 **Will the design of the extension be sympathetic to the existing house?** You should ensure that the character of the existing dwelling is respected when designing your extension and particular care should be taken to ensure that the extension is sympathetically designed with regards to form and detailing. Extensions that fail to reflect the positive aspects of the existing dwelling's character will not be considered acceptable. Original features are generally a selling point as many buyers look for properties which have character and personality.
- 4.1.6 **Will the extension cause the original house to appear unbalanced?** It is critical that any extension you propose should be of an appropriate scale. Extensions which fail to take this into account can appear overly dominant and have a harmful visual impact upon the street scene. Take into account the proportions of the existing dwelling. A well designed extension will appear subordinate to the original building and will not overwhelm it. The space between your property and your neighbour's property should also be considered. You should avoid building to the extent that such spaces are effectively lost. An extension which results in the loss of a prominent gap between buildings will be considered unacceptable.

- 4.1.7 **How does the roof of your extension relate to the surrounding roofs?** The type of roof you utilise is a very important factor when considering your application. The relationship between different roofs can form a significant part of the area's character. Any extension that does not take into account the positive aspects of the existing roofscape of the area will be considered unacceptable. The roof should normally be of the same style as the roof of the original property including the pitch, eaves treatment and materials used.
- 4.1.8 **Do the materials you are using match those of the existing dwelling?** The materials you use play an important role in integrating your extension into the house and surrounding area. The colour, type and texture of the materials are key considerations when determining the appropriateness of an extension. You should use matching materials as this will reduce the visual impact of your extension upon the dwelling and the surrounding area.
- 4.1.9 **Do any proposed windows fit within the existing pattern of windows?** The placement, style and size of windows can positively add to the character of a property. Windows which are not aligned horizontally and vertically can lead to a loss of this character. Any windows that do not reflect the design and size of those in the existing property can have a similar effect. Windows within an extension must positively reflect the current window arrangement in the rest of the dwelling. Internal floor levels will be taken into account when judging whether or not windows are satisfactorily aligned.

4.2 **Amenity**

- 4.2.1 As well as considering the impact the design of your extension has upon the building and the surrounding area, the Council will also consider the impact it has upon the quality of life enjoyed by other people living nearby. Whilst some extensions will barely impact upon the amenity of others some can have a much wider impact upon your neighbours, especially if poorly designed. You should consider the following points:
- 4.2.2 **Will your extension impact upon your neighbour's privacy?** The impact of your extension on your neighbours' privacy is something you need to consider carefully. The position of windows, balconies and terraces can lead to overlooking into neighbouring gardens as well as into adjacent windows. Direct overlooking of a neighbouring property which leads to a material loss of privacy of neighbours will be considered unacceptable. Obscure glazing or high level windows can help to reduce this impact. Where possible you should avoid installing window in walls which flank your neighbour's property.
- 4.2.3 **Will your extension lead to a loss of light to your neighbour's property?** Some extensions, particularly two storey extensions, can

restrict the amount of natural light (sunlight and daylight) that passes into adjacent properties. An extension which causes a material loss of light to neighbouring properties will be considered unacceptable. You must ensure any extension does not overshadow neighbouring dwellings by taking into account the scale of the extension, the distance allowed to nearby dwellings and the positioning of the extension in relation to windows and clear glass extensions such as conservatories.

4.2.4 Will your extension be overbearing upon neighbouring properties? As well as impacting upon your neighbour's light, your extension may also lead to neighbouring properties being 'penned in'. Extensions which are overly oppressive and cause neighbouring properties to suffer a material loss of outlook will be considered unacceptable. You should plan your extension so that it does not overwhelm the areas around it through overly bulky design.

4.2.5 Will your extension result in the loss of an off-street car parking space? Demand for on-street car parking in the Borough is high so off-street parking spaces are important in protecting the amenity of an area. Some extensions can result in existing off-street car parking becoming unusable or lost altogether and this could be a factor in determining the acceptability of the proposal. If you have off-street parking available on your property, you should avoid extending your house in a way that undermines the use of that space. The impact an extension has upon highway sight lines will also be a factor in the determination of an application. If an extension would result in an adverse impact upon highway safety it will be considered unacceptable.

4.2.6 Will you need to remove any trees in order to build your extension? Trees are a valuable part of the urban environment. Trees also have important ecological value. Some trees in the Borough are protected by Tree Preservation Orders (TPOs) and you must apply for permission to undertake works on them (The Development Management Team can advise on whether a TPO applies to the tree in question). Even those trees that are not protected by a TPO should be preserved where possible, especially where the tree makes a significant contribution to the street scene. The Council has produced a SPD entitled 'Trees and Development' which provides more detailed guidance on this matter. The document is available on the Council's website.

4.2.7 Will your extension have an impact upon local biodiversity? The Council has a legal obligation to ensure that certain species are protected. If a development is likely to impact protected species, you will be expected to take measures to ensure that no harm is incurred. The Council has produced an SPD entitled 'Biodiversity' which provides more detailed guidance on this matter. The document is available on the Council's website.

4.3 Conservation Areas and Listed Buildings

- 4.3.1 The Council has designated some parts of the Borough as Conservation Areas in order to protect their special historical and architectural quality. The Council has a legal duty to ensure all new developments preserve or enhance the special historical or architectural character and appearance within Conservation Areas.
- 4.3.2 If you live in a Conservation Area it is particularly important that any proposed extension is sympathetic to the special character of the area. You are strongly advised to discuss your proposal with the Development Management Team in these circumstances.
- 4.3.3 Permitted development rights also differ within Conservation Areas in respect of some types of developments. Further information on this should be sought from the Development Management Team.
- 4.3.4 A very small number of dwellings have Listed Building status within the Borough. Any alterations or extensions to these buildings should be discussed with the Development Management Team as they may require Listed Building Consent, as well as, in some cases, planning permission. Furthermore, extensions which would be located within the setting of a listed building will only be considered acceptable if they do not detract from the special character of the listed building. Again, advice should be sought from the Development Management Team in these circumstances. The Council also maintains a local list of buildings which are considered to have special architectural and historical merit. Wherever practical, the Council will maintain the same approach to these locally listed buildings as it does to statutory listed buildings.

5. Individual Sections

If you are planning on enlarging or extending your house you will only require planning permission if any one or more of the following would apply (please note that only limited 'permitted development' rights apply to flats and you should therefore contact the Development Management Team if you wish to undertake any works to a flat - see contact details below):-

- More than half the area of the land around the "original house" would be covered by additions (including existing extensions) or other buildings. (The original house is the house as it was first built or as it stood on 1 July 1948).
- Any part of the extension would be higher than the highest part of the existing roof.
- The maximum eaves height of the extension would be higher than the eaves height of the existing house.
- The maximum ridge height of the extension would be higher than the ridge height of the existing house.
- Any part of the extension would sit forward of the principal elevation or a side elevation of the existing house **and** would front a highway.
- The house is attached (terrace or semi-detached) and the extension would be single storey and have a maximum depth in excess of 3 metres.
- The house is detached and the extension would be single storey and have a maximum depth in excess of four metres.
- The extension would have more than one storey and have a maximum depth in excess of 3m **and** be within seven metres of any boundary of the property opposite the rear wall of your house.
- Any part of the extension would be within two metres of any boundary of the property and the height of the eaves would exceed three metres.
- The extension would be to the side of your house and would have more than one storey, or have a maximum height in excess of four metres **or** would have a width more than half that of your original house.
- The extension would involve the construction of a veranda, a balcony or a raised platform.

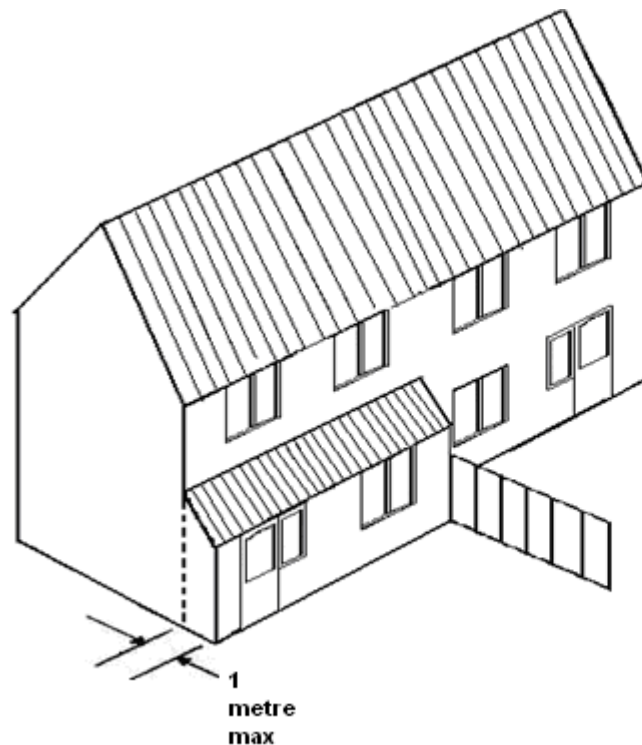
The above development is only permitted on the condition that:

- The materials used in the external work (except in the case of a conservatory) must be of similar appearance to those used in the construction of the exterior of the existing house.
- Any upper floor windows in a wall or roof slope which forms a side elevation of the house must be (a) obscure glazed **and** (b) non-opening below a height of 1.7 metres as measured from the floor of the room in which the window is installed.
- Where the enlarged part of the dwelling has more than one storey, the roof pitch of that enlarged part shall, as far as is practicable, be the same as the roof pitch of the original house.

5.1 **Front extensions**

- 5.1.1 Extensions to the front of your house will invariably have an impact upon the street scene. In some cases, the impact of an extension at the front of the property may not be acceptable.
- 5.1.2 To avoid any impact upon the street scene, extensions should not have a depth of more than 1 metre. In some exceptional circumstances, for example where the property is set back a long distance from the highway, slightly larger extensions may be allowed.

Figure 1



- 5.1.3 It is very important that a front extension reflects any existing detailing on the house which contributes positively to its character. The position and design of windows are often important in helping to achieve this. You should preserve or replicate any distinct architectural features such as bay windows. The roof design of the front extension should also match that of the main house.
- 5.1.4 First floor extensions will not normally be acceptable as they will usually appear unduly prominent.
- 5.1.5 Canopies or other overhanging projection or covering will be subject to the same criteria as other types of front extension.

5.2 Porches

If you wish to construct a porch to your house you will require planning permission if any one or more of the following apply:

- The ground area of the porch (measured externally) would have a floor area in excess of 3 square metres.
- Any part of the porch would be more than 3 metres above ground level.
- Any part of the porch would be within 2 metres of any boundary of the house with a highway.

5.2.1 A porch is a type of front extension which acts as a covered entry way for the main access to a property. In many cases, a porch can be built without the need to obtain planning permission (see above). Where planning permission is required, care should be taken to ensure that porch extensions do not dominate the front of the house. The guidance provided for standard front extensions above should be followed where possible. Special care should be taken to ensure that the porch does not result in the loss of or disguise features which are important to the character of the house, in particular bay windows

5.3 Rear extensions

5.3.1 Rear extensions have a much reduced impact upon the street scene. However, a rear extension can have a significant impact on your neighbour's amenity.

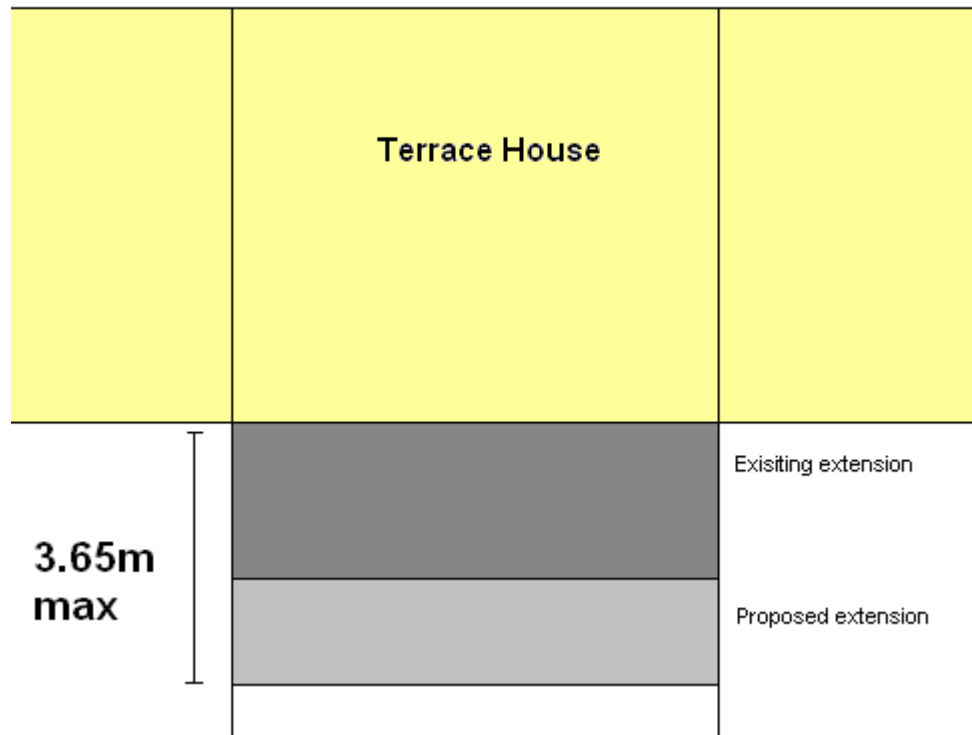
5.3.2 Single storey extensions

- a) If the house is terraced or semi-detached, the depth of the extension should not normally exceed 3.65 metres as measured from the original rear wall of the house to ensure that there is no material loss of daylight and outlook to neighbouring properties (Figure 2). In exceptional circumstances, where an extension has a greater depth, that part of the extension which exceeds 3.65 metres must be within a 45 degree angle as measured from the corner of adjacent dwellings (Figure 3).
- b) If the house is detached then a judgement will be made as to how much of an impact the extension will have upon neighbouring properties. Consideration will be given to the size of the extension and the distances to nearby properties.
- c) An existing extension which is not original to the property will contribute towards the permitted depth (see Figure 3) In circumstances where a dwelling has an existing original 'tunnel-back' style extension, additional extensions can have a significant impact with regards the light and outlook of adjacent properties. In

light of this, a view will be taken as to whether the impact on neighbouring properties is acceptable depending upon the prevailing circumstances.

- d) If the extension will have a flat roof then its height should not exceed 3 metres. If the extension will have a pitched roof then the height of the eaves (the external point where the wall and the roof meet) should not exceed 3 metres and the total height should not exceed 4 metres. You should also be aware that the height of any parapet wall will contribute towards the accepted height outlined above. Parapet walls should be kept to a minimum.
- e) Where a conservatory is proposed in addition to an extension, a maximum depth of 6 metres as measured from the original rear wall of the house will be allowed. You should pay particular attention to the side elevations of your conservatory to ensure that you are not impacting upon your neighbour's amenity. In circumstances where the conservatory flanks a neighbour's boundary, the side wall should be fitted with obscure glazing to protect the privacy of adjacent occupiers. Alternatively, the Council will allow walls that flank neighbouring boundaries to be constructed in solid materials to a maximum height of 2 metres in order to allow the passage of natural light. All remaining elevations and the roof of the conservatory should be glazed.
- f) You should seek to maintain a reasonable amount of private garden space for amenity purposes and to avoid overdeveloping your plot. Any extension should not normally cover more than 50% of your garden space (when taken together with any part of your garden covered by existing extensions or outbuildings).

Figure 2



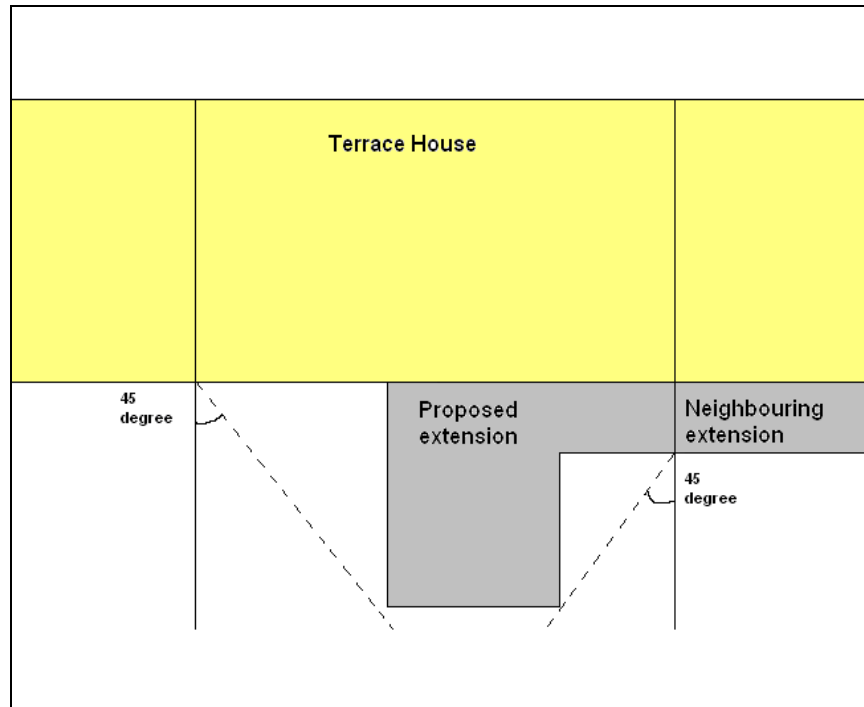
- g) Roof terraces and balconies which are placed atop rear extensions will not be considered acceptable if they result in overlooking of neighbouring properties.

5.3.3 Double Storey Extensions

- a) Double storey extensions have the potential to significantly impact upon your neighbour's property due to their scale. As such, they will only be considered acceptable if there is no material impact on neighbouring amenity.
- b) The depth of any proposed first floor extension as measured from the main rear wall should not exceed the distance from the proposed extension to the corner of the adjacent property. Where the adjacent property has a solid roof extension, the distance shall be taken from the corner of the extended part. As such, no part of the proposed extension should extend beyond a 45 degree angle as taken from the corner of the adjoining property (or the adjoining extension) (see Figure 3).
- c) It is important that the design of your extension is sympathetic towards the original house. Particular attention should be paid to ensure the roof treatment reflects the character of the original dwelling. For example, where the main roof of the house is pitched, this should be continued over the extension. Flat-roofed extensions

will not be considered acceptable in the vast majority of circumstances.

Figure 3



- d) You should seek to maintain a reasonable amount of private garden space for amenity purposes and to avoid overdeveloping your plot. Any extension should not normally cover more than 50% of your garden space (when taken together with any part of your garden covered by existing extensions or outbuildings).

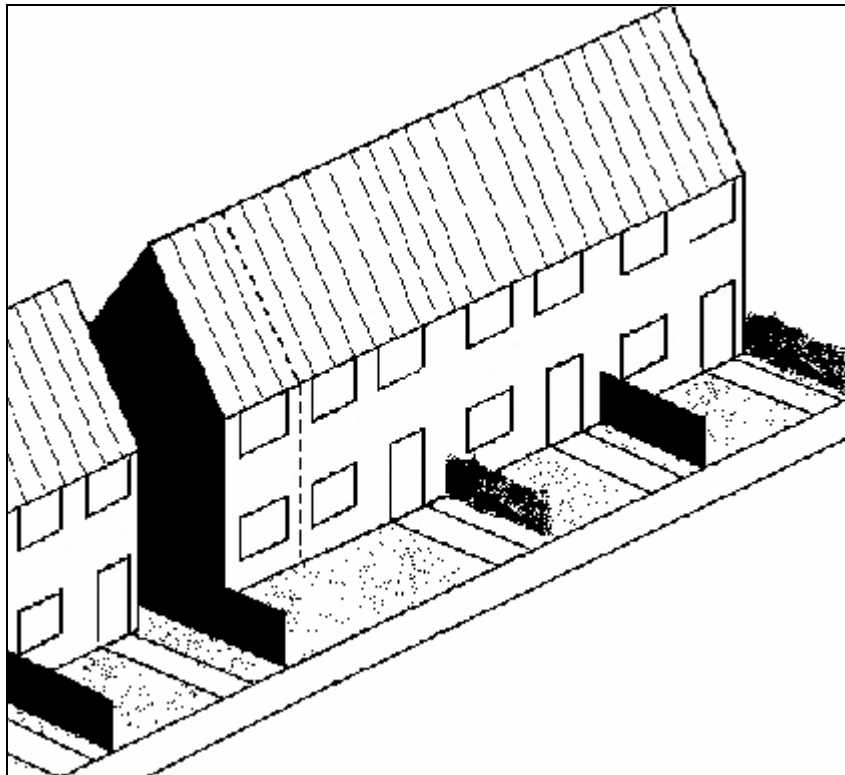
5.4 Side extensions

5.4.1 The design of your side extension should reflect the type of house and the type of plot. Side extensions have the potential to cause significant impact upon the character of an area. It is essential that you pay particular attention to the manner in which your proposal is designed. All side extensions should be particularly sympathetic in terms of their form, roof treatment, detailing and materials.

5.4.2 Terrace Houses

- a) If you live in a house which is end-of-terrace and you extend your house to the side, the gap separating your property from your neighbours may become closed and have a detrimental effect on the street scene. Where it is considered that the gaps between buildings contribute positively to the character of the area it will be expected that the first floor of proposed side extensions are set off the side boundary of the site.
- b) The extension should be designed so that the front elevation is parallel with the front elevation of the existing house. This will help to maintain the built form of the terrace of which the house is a part (Figure 4).

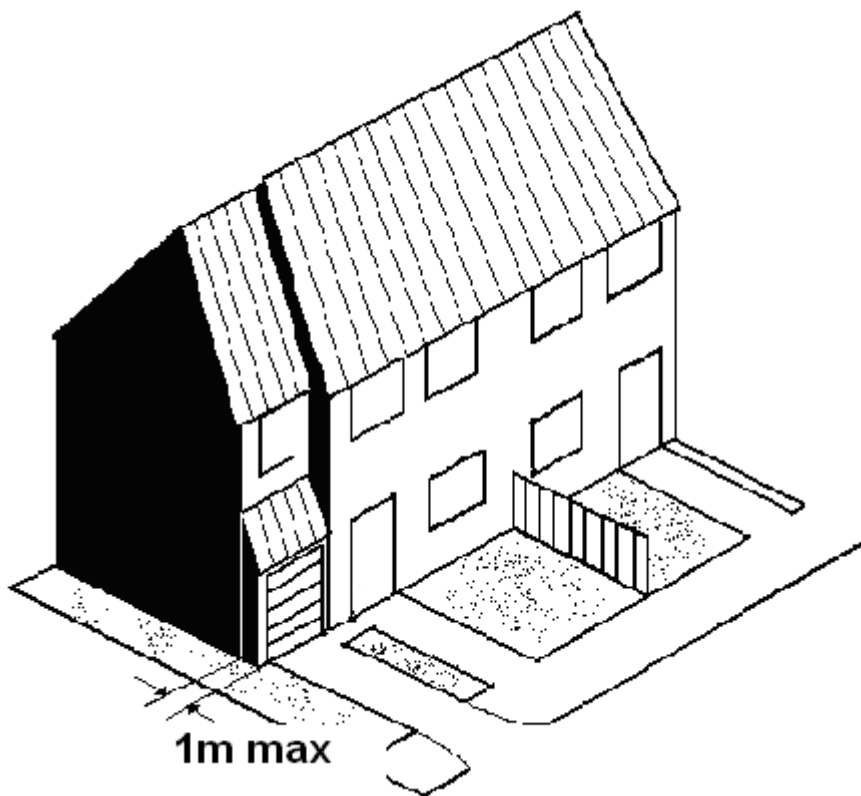
Figure 4



5.4.3 Semi-Detached Houses

- a) As with terraced houses, the gap between a semi-detached house and the neighbouring property can contribute positively to the street scene and the character and appearance of the area. Where it is considered that this is the case, it will be expected that the first floor of proposed side extensions are set off the side boundary of the site.
- b) The character of a semi-detached house is partly derived from the symmetry it has in relation to its adjacent twin. A side extension can significantly alter this balance. As such, you should seek to make your extension appear subordinate to the existing house. This should be achieved by setting the extension back by a distance of at least one metre at first floor level from the main front wall of the house (Figure 5).

Figure 5



5.4.4 Detached Houses

- a) As with both the above settings, the gap between a detached house and the neighbouring property can contribute positively to the street scene. Where it is considered that this is the case, it will be

expected that the first floor of proposed side extensions are set off the side boundary of the site.

- b) Detached houses do not tend towards a particular style or built form. As such, the impact of extensions shall be considered on an individual basis. Particular consideration will be given to the distance the dwelling is set back from the street scene and the symmetry of the house, although all other relevant design criteria shall also be applied.

5.4.5 Corner Plots

- a) Corner plots are particularly prominent parts of the street scene. In many localities they help to reduce the sense of enclosure that would exist if they were otherwise built upon and are vital to an area's character as a result. Particular care needs to be taken where the house is located at the corner of a cul-de-sac or 'banjo' which derive a good deal of their character from open corner spaces. An extension that compromises the openness of the plot could have a detrimental impact on the street scene and be considered unacceptable. Particular attention should therefore be given to minimising the bulk of the extension.
- b) On particularly prominent corners, extensions should not normally extend beyond the adjacent building line which shares the junction. Extensions that do not comply may be considered overly intrusive in the street scene and will normally be considered unacceptable.

5.5 Accommodation for People with Disabilities

5.5.1 If your extension is required to meet the needs of a person who is registered disabled the Council may look more favourably upon proposals that fail to comply with the design criteria outlined above.

- a) Any element of the proposal that is in excess of the requirements in this guidance should be kept to a minimum. You should demonstrate that strenuous efforts have been made to design the extension within the criteria set out above.
- b) Any extension that leads to a significant loss of amenity to neighbouring properties will be considered unacceptable.

5.6 Roof Alterations and Loft Conversions

If you are enlarging your house by altering the roof, you will require planning permission if any one or more of the following apply:

- Any part of the altered roof would have a height in excess of the highest part of the existing roof.
- Any part of the altered roof would extend beyond the plane of the existing roof slope that forms part of the principal elevation of the house **and** fronts a highway.
- The house is terraced and the cubic content of the altered roof space exceeds the cubic content of the original roof space by 40 cubic metres or more.
- The house is not terraced (i.e. it is semi-detached or detached) and the cubic content of the altered roof space exceeds the cubic content of the original roof space by 50 cubic metres or more.
- The alterations would involve the construction of a veranda, a balcony or a raised platform.
- The edge of any enlargement is within 200mm of the eaves of the original house.

You should also be aware that the above developments would only be permitted on condition that:

- The extension or roof alteration is built using materials that are similar to those in the exterior of the existing house.
- Any upper-floor, side-facing windows must be obscure-glazed and non-opening from a height of 1.7 metres above the internal floor.

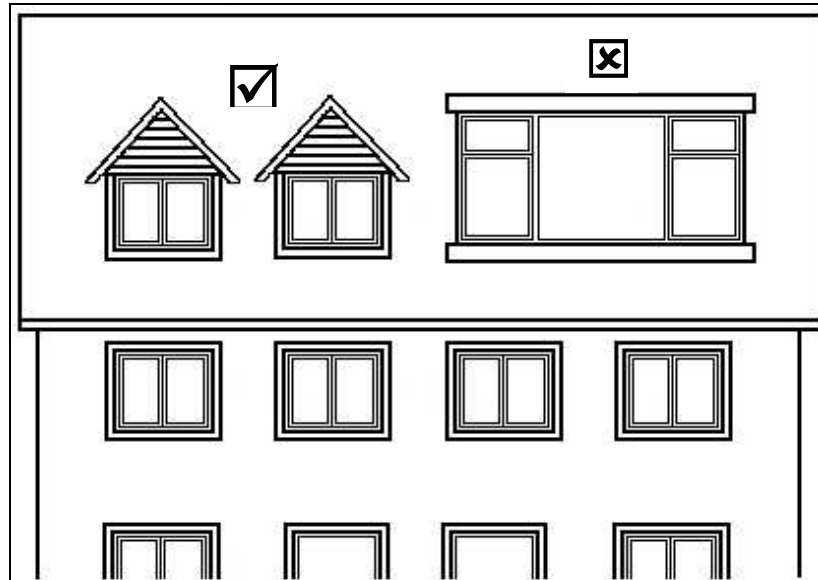
5.6.1 You do not require planning permission in order to undertake the internal alterations required for a loft conversion. However, if you are required to make external alterations to your roof as part of a loft conversion, planning permission may then be required. Where planning permission is required, you must make efforts to ensure the characteristics of the original roof are retained as far as is possible. (Please note, small roof light type windows which are integrated into the roof slope will not generally require planning permission except where they project by more than 150mm from the roof slope).

5.6.2 Dormer Windows

- a) Dormer windows should, in the vast majority of circumstances, be located to the rear of your property. Dormers at the front and side of a property will, in most circumstances, be out of character with the surrounding area and will be considered unacceptable.
- b) Your dormer window should be designed so that it sits entirely within the roof slope and does not unduly dominate the house. No

part of the dormer should extend above the ridge and beyond eaves or flanks of the roof. The front edge of the dormer should be set back from the eaves of the roof to avoid the roof being squared off. The materials used in the construction of the dormer should match those used in the existing house (Figure 6).

Figure 6



- c) You should pay attention to the position of existing windows within your property and attempt to align your dormer window in relation to this.

5.6.3 Hip-to-Gable Extensions

- a) In most circumstances, a hip-to-gable extension or half-hipping of a roof will not be considered acceptable as this would materially alter the character of the roof and be out of keeping with the surrounding area.
- b) In cases where it may be considered acceptable, particular attention should be paid to the installation of any windows within the roof. Windows should be high level and non-opening in order to ensure that no overlooking occurs.

5.7 Garages and Outbuildings

If you wish to construct an outbuilding within the garden of a house (including garages), you will require planning permission if any one or more of the following apply:

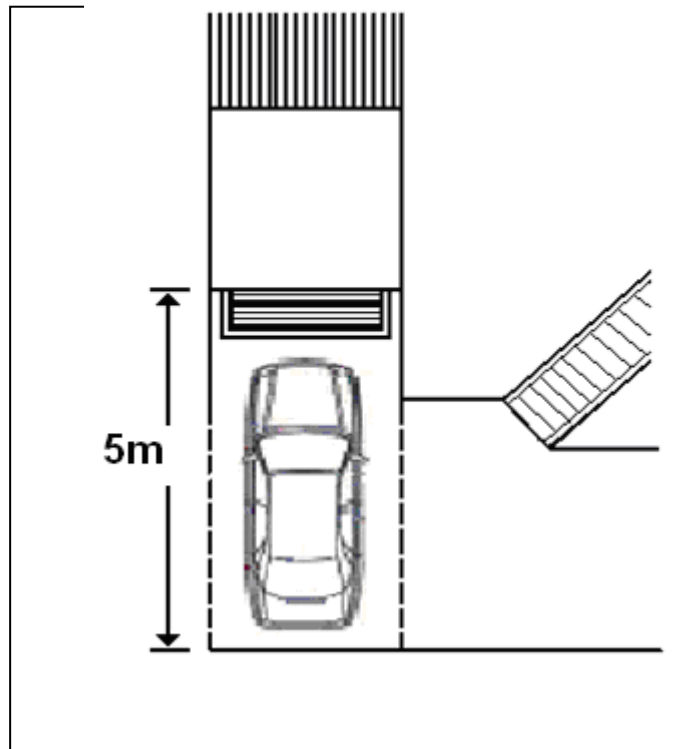
- More than half the area of the land around the "original house" would be covered by additions (including existing extensions) or other buildings.
- Any part of the outbuilding would sit forward of the principal elevation of the house.
- The outbuilding would have more than one storey.
- Any part of the outbuilding would be within 2 metres of the boundaries of the property and would have a height in excess of 2.5 metres.
- The outbuilding would have a dual-pitched roof and would have a height in excess of 4 metres.
- The outbuilding would have a non dual-pitched roof and would have a height in excess of 3 metres.
- The eaves of the outbuilding would have a height in excess of 2.5 metres.
- The outbuilding would involve the construction of a veranda, a balcony or a raised platform.

5.7.1 Garages

- a) Garages should not sit closer to the highway than the front elevation of the house. This would be overly dominant within the street scene and be considered unacceptable as a result.
- b) If you propose to build your garage to the side of your house you should pay careful attention to its design. Emphasis should be placed on reflecting the existing built form of the surrounding area. All garages that are visible from the street should be finished with a pitched roof. Flat roofs will not normally be acceptable. The choice of materials should also reflect the materials used in the dwelling and those in the immediate locality.
- c) The impact that a garage would have upon the highway should also be considered. There should be a set back from the highway by a sufficient enough distance that would not result in you causing an obstruction. The types of door you use will dictate the minimum distance required. Roller shutter doors require a minimum set-back of 4.8m. Up-and-over doors will require a minimum set-back of 5m. Two leafed doors will require a minimum set-back of 6m. A condition may be placed on garages which are not sufficiently set back to ensure an electronic opening system is installed and retained (Figure 7).

- d) Garages can impact upon highway safety. As such, the implications on highway safety will be considered when determining the acceptability of a proposal. Particular attention will be paid to the impact a garage has upon highway sight lines.

Figure 7



- e) Conversions of existing garages into habitable rooms do not normally require planning permission. However, some garages that were constructed with the benefit of planning permission have conditions restricting their use. In these cases, you must apply for planning permission. When deciding if planning permission should be granted, the Council will consider whether the loss of the garage will impact upon on-street parking demand. If the loss of the garage would have a significant impact upon an area of high parking demand, planning permission may be refused.
- f) If you are planning to construct a garage you will also need to consider the implications of any associated hard-surfacing or drop-kerbs (See below).

5.7.2 Outbuildings

5.7.3 Outbuildings may be required for any number of purposes, for example, as gymnasiums, playrooms etc. If your outbuilding requires planning permission then you must consider the impact it may have in terms of design and amenity.

- a) You will require planning permission for an outbuilding if it can function as an entirely separate dwelling. Its use must be ancillary

or related to the use of your property as a dwelling. Any unrelated use will normally be refused.

- b) Your outbuilding should be designed and positioned in a manner which restricts its impact upon neighbouring dwellings. Any outbuilding which results in a material loss of light or outlook with respect to neighbouring dwellings will be considered unacceptable.

5.8 Hard Surfaces

The construction of hard surface for purposes that are incidental to the enjoyment of the dwelling will not normally require planning permission. However, this is on the condition that where:

- The hard surface will be situated on land between the principal elevation of the house and the highway **and**;
- The area covered by the hard surface would exceed 5 square metres.

the hard surface is constructed from porous materials or should be designed so to direct run-off water to a surface which is porous or permeable within the boundaries of the dwelling.

5.8.1 Where a hard surface requires planning permission, the Council will seek to ensure that drainage is effectively managed on the site. Any hard surface which results in material levels of water run-off into public highways will be refused. For this reason the Council would expect porous paving to be used.

5.8.2 Excessive hard surfacing can be to the detriment of the character and appearance of an area. Your hard surface should be designed in a manner that limits the extent of hard landscaping required. Where it is deemed that the design and degree of hard surfacing is unsympathetic toward the character of an area, it will be considered unacceptable.

5.8.3 If your property is located on a designated road (see page 29) you will be required to apply for planning permission to construct a new vehicular access (dropped kerb). Planning permission will only be granted if there are no adverse highway or pedestrian safety implications. An existing hard-surface capable of accommodating a car and sufficient depth of garden to avoid obstruction to the pedestrian highway will be required. Other factors that will be considered include the distance from the proposed crossover to existing junctions, the presence of trees that may require removal and the presence of street furniture which may compromise highway sight lines. Please note that you will also require permission from the Highways Authority to construct the access (see contact details below).

5.9 Other Alterations

5.9.1 Fences and Boundary Enclosures

If you wish to erect or construct a gate, fence, wall or other form of enclosure you will require planning permission if one or both of the following apply:

- The height of the gate, fence, wall or other form of enclosure would be constructed adjacent to a highway used by vehicular traffic and have a height in excess of one metre above ground level.
- The height of the gate, fence, wall or other form of enclosure would have a height in excess of two metres above ground level.

- a) If the enclosure you wish to build requires planning permission, you must pay careful attention to the design. Fences and walls can have a significant impact upon the street scene. Any enclosure which is overbearing or has a material impact upon the openness of an area will be considered unacceptable. The design must also be in keeping with the character of the area. The choice of materials will be a key planning consideration.
- b) Particularly high fences can impact upon your neighbour's amenity. Fencing which is adjacent to neighbouring windows should take into account the potential impact. Any enclosure which results in a material loss of daylight, sunlight or outlook to adjacent properties will be considered unacceptable.

5.9.2 Domestic Microgeneration Equipment

- a) The Borough is keen to support its community to install their own micro-renewable devices - whether it is at home or to support their business - and help the Borough reduce its carbon footprint and encourage the community to become more energy aware.
- b) Householders have a degree of permitted development rights regarding the installation of a variety of equipment used for domestic energy generation. The Development Management Team can provide detailed advice on this matter (contact details below).
- c) In circumstances where planning permission is required, you should ensure that equipment is positioned so as to minimise the impact it has upon your neighbour's amenity. If there would be a material loss of amenity resulting from your equipment then it will be considered unacceptable.

5.9.3 Satellite Dishes

You will only require planning permission to install a satellite dish or other form of antenna on your house if one or more of the following apply:

- There would be two or more antennas on your property;
- In the case of a single antenna, the size of the antenna exceeds 1 metre in any linear direction (excluding brackets, mounting, projecting feed elements or reinforcing rims);
- In the case of a second antenna, the size of the antenna exceeds 60 centimetres in any linear direction (excluding brackets, mounting, projecting feed elements or reinforcing rims);
- The cubic capacity of the antenna exceeds 35 litres;
- If the antenna is to be installed on a chimney, the size of the antenna exceeds 60 centimetres in any linear direction (excluding brackets, mounting, projecting feed elements or reinforcing rims);
- The antenna would project above the highest part of the roof or, where there is a chimney stack, the antenna would project more than 60 centimetres above the highest part of the roof or above the chimney stack, whichever is the lowest;
- If your house is located within a Conservation Area, the antenna would be installed on a chimney, wall or roof slope which faces and is visible from a road.

5.9.6 In those cases where permission is required, you should ensure that the dish is not positioned so as to be visually intrusive from any public place. Any satellite dish which has a detrimental impact upon the street scene will be considered unacceptable.

6. Further Information and Advice

- 6.1.1 When assessing an application the Council will consider objections from neighbours, and for this reason it may be helpful from the outset to discuss your proposals first with any neighbour who may be affected. This can avoid problems later.
- 6.1.2 Large parts of the Borough are located within flood zones which are at risk of flooding. You are advised to check with the Development Management Team whether your property is located in a flood zone. If your house is located within flood zones 2 and 3 you should consult the Environment Agency's Standing Advice for applicants and agents as you will need to supplement your application with a short statement explaining how you have taken flood risk issues into account.
- 6.1.3 The Council strongly advises using a reputable architect and/or planning agent. Inaccurate and unclear plans or incomplete applications will delay your application.
- 6.1.4 Officers from the Council's Development Management Team are always on hand to discuss proposals with applicants before a formal planning application is submitted. Indeed this is encouraged especially if you are unsure as to whether planning permission is required or not.
- 6.1.5 Much more information is available on the Council's website regarding the process of how to submit a planning application.
- 6.1.6 Some extensions will also require you to apply for a building notice. You should seek advice directly from the Building Control Team whose details are found below.
- 6.1.7 Failure to obtain planning permission or building an extension differently to what you have had approved can result in the Council undertaking enforcement action against you. If you have concerns that a neighbour is building an extension without the relevant planning permission, you should contact the Council's Enforcement Team whose details are listed below.

6.2 Barking and Dagenham Local Development Framework and Related Documents

- 6.2.1 It is also important to note that other policies and guidance contained in the Borough's Local Development Framework and related documents may apply.
- For example buildings in Conservation Areas will require additional consideration, including detailed design matters in relation to alterations and extensions and the protection of trees.

- If your property is a listed building, Listed Building Consent will be required for most alterations, extensions or demolition, both internal and external.
- Tree preservation orders may apply to trees within your site and the Council's Tree Officer will be happy to identify these and give advice on what you can and can't do.

6.2.2 The relevant policies within the Local Development Framework are found within the Borough Wide Development Policies document:

- *BR3 Greening the Urban Environment*
- *BR4 Water Resource Management*
- *BP2 Conservation Areas and Listed Buildings*
- *BP8 Protecting Residential Amenity*
- *BP11 Urban Design*

6.3 Neighbourhood Plans

6.3.1 The Government has introduced changes to the planning system via the Localism Act which gives residents the right to form Neighbourhood Forums and create Neighbourhood Development Plans. Much more information on the procedures involved can be provided by contacting the Planning Policy Team (details provided below).

7. Contacts for further advice

Development Management

1 Town Square
Town Hall
Barking
Essex
IG11 7LU

Telephone: 0208 227 3933
Email: planning@lbbd.gov.uk

Building Control

1 Town Square
Town Hall
Barking
Essex
IG11 7LU

Telephone: 0208 227 3933
Email: planning@lbbd.gov.uk

Environmental Enforcement Services

1 Town Square
Town Hall
Barking
Essex
IG11 7LU

Telephone: 0208 227 3777
Email: planning@lbbd.gov.uk

Tree Officer – Customer Services

Frizlands Administration Building
Frizlands Lane
Dagenham
Essex
RM10 7HX

Telephone: 0208 227 3556
Email: colin.richardson@lbbd.gov.uk

Highways (Dropped-Kerb Enquiries) – Customer Service

Frizlands Administration Building
Frizlands Lane
Dagenham
RM10 7HX

Telephone: 020 8215 3005
Email: 3000direct@lbbd.gov.uk

Appendix 1 - Classified Roads

Planning permission is required to construct a vehicle access (dropped-kerb) on the roads listed below. You will also need to contact the Highways Authority (contact above) for permission to construct the crossover.

Trunk Roads

1. A406 North Circular
2. A13 (Alfreds Way and Ripple Road)
3. A12 (Eastern Avenue)

Designated Roads

1. Abbey Road
2. Ballards Road
3. Fanshawe Avenue
4. Green Lane
5. Heathway
6. Lodge Avenue (between A13 and Junction of Porters Avenue)
7. Longbridge Road
8. Porters Avenue
9. Northern Relief Road
10. Ripple Road
11. St. Pauls Road
12. Whalebone Lane North (North of Eastern Avenue)
13. Wood Lane (up to Green Lane crossroads)
14. Bennetts Castle Lane

Principal Road

1. High Road (Chadwell Heath)
2. Rainham Road North
3. Rainham Road South
4. Whalebone Lane North (between Eastern Avenue and High Road)
5. Whalebone Lane South
6. Wood Lane (between Green Lane crossroads and Rainham Road North)

Appendix 2 – Revocation of Permitted Development Rights

Certain dwellings within the Borough have had some of their Permitted Development (PD) rights removed. The alteration, enlargement and extension of these properties may require planning permission even if your proposal satisfies the PD criteria.

A list of these sites will be made available on the Council's website shortly. Further advice can be obtained from the Council's Development Management Team (see section 7 above for contact details).