Design Guidance

Building Form and Roof Types

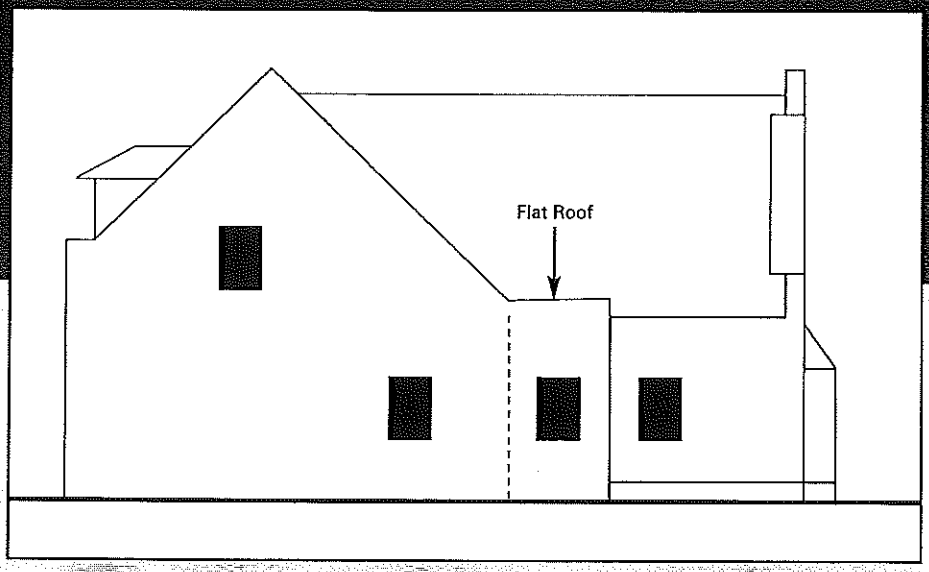


Figure 12 **FLAT ROOF - Integrated at rear**

Flat roofs will be generally discouraged. Despite technical improvements in recent years they still lack the natural properties of the traditional pitched roof i.e. shedding water and providing storage or additional accommodation, as well as creating a better appearance when seen from higher ground or at a distance. A flat roofed extension is not permitted on a street front but may be considered at single storey only where:

- creating an incidental and well integrated element to the rear (max. 6 sq. metres). **(Figure 12)**
- forming a plateau concealed by pitched roofs.
- a pitched roof cannot be accommodated.
- concealed behind a parapet.
- a characteristic feature of the original house.

The possible use of flat roofed dormers is noted below.
(see Roof Extensions and Dormer Windows)

Design Guidance

Elevational Composition

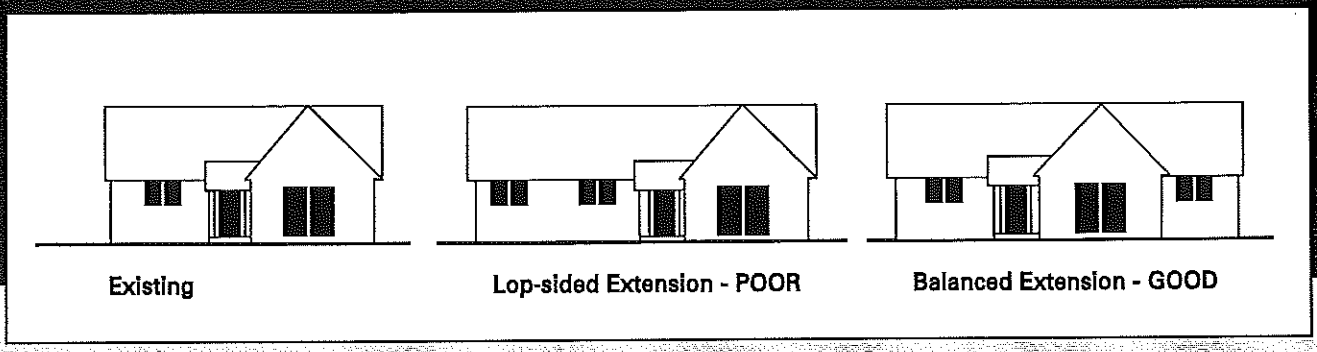


Figure 13 : MAIN FRONTAGE GABLE - creating a balanced elevation

2.5 Elevational Composition

The placing, grouping and proportioning of window and door openings are important to the design of any extension elevation.

Placing and Grouping

The apex shaped gable and the rectangular front below the main ridge line are the elevational components of the traditional building form. Different principles of composition apply i.e.

GABLE ELEVATIONS **(Figure 13 & Figure 14)**

Any openings should be set comfortably within the "frame" of the gable. There are differing approaches to the composition of the formal frontage gable and the informal end gable as follows:

Frontage Gable: A main gable on a street façade should be formally composed with the large openings centred and any other smaller ones positioned to reinforce the symmetry. Where an extension is proposed which continues the street elevation, an existing main frontage gable should remain the focal point, preferably at the centre of the façade. This principle should determine at which end of the existing house the extension could best be attached. If the land available for development does not allow this, the extension should be sufficiently set back and understated in character to ensure that the original house frontage retains its visual integrity and dominance.
(see Main Frontage Gable above)

End Gable: The compositional arrangement described above should also apply wherever a formal gable is proposed with extensive window areas. However on standard end gables a less formal solution of one or two smaller openings in a balanced arrangement would be more appropriate. Such gables are often exposed to public view on street corners and may only be blank or windowless gables where essential for reasons of privacy/overlooking. Even here smaller non-habitable room windows should be inserted to give a more vital appearance.

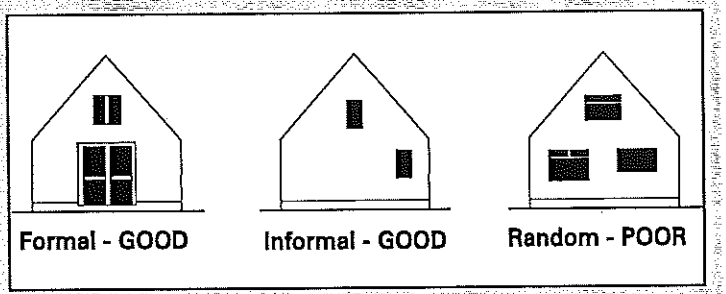


Figure 14 : GABLE FORMALITY

Design Guidance

Elevational Composition

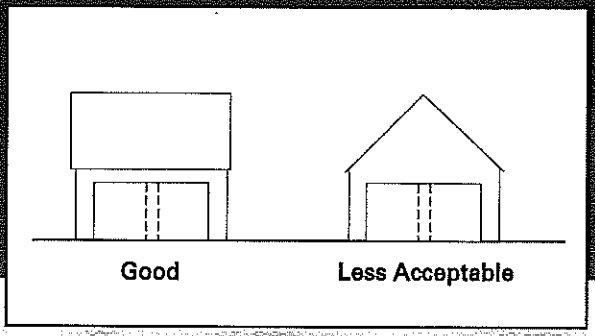


Figure 15 **DOUBLE GARAGE ELEVATION - 2 Doors preferred**

FRONTAGE ELEVATION **(Figure 15 & Figure 16)**

Generally speaking the rectangular shaped wall surface below the parallel roof ridge offers greater flexibility for inserting a variety of opening sizes and is a more natural location for wide areas of glazing and entrance doors. Vertical sub-divisions give contrast and balance. An elevation should be terminated by an opening rather than a blank area of wall and this should be more dominant than any adjacent opening. These principles will also apply to a hipped roof gable.

A double garage will appear more visually comfortable on a frontage rather than on a gable elevation, preferably with 2 separate doors.

Proportion

The traditional building elevation was wider than it was high and due to structural limitations contained tall, narrow windows. Despite the flexibility granted by technical advances these proportions should continue to inform building design i.e. a pattern of smaller vertically proportioned openings within dominant areas of solid wall in combination with larger areas of glazing. The larger openings are more appropriate on the street frontage where they have traditionally been formally composed to give visual focus and improve surveillance **(see Main Frontage Gable above)** but are increasingly popular to the rear as a means of better linking the house to its garden.

Modern daylight standards have encouraged wider, less well proportioned windows. Where these are characteristic of the main house, they may continue in the extension. However vertical proportions generally give a more handsome appearance.

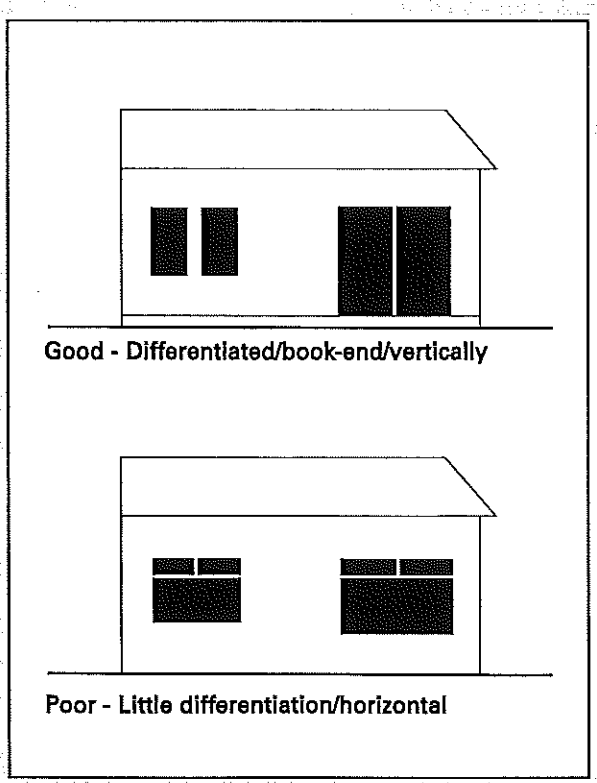
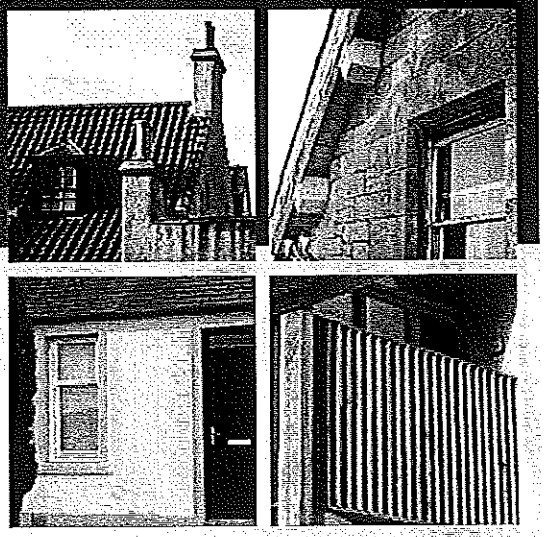


Figure 16 **WINDOW PROPORTION/PATTERN**



2.6 External Finishes and Detailing

Walling

External materials on an extension should match those on the main house or be simplified to reflect a lesser element.

Where the original house is stone faced an extension should generally be in stone or painted wet dash or smooth render, traditionally used in concealed areas to the rear. Replica stone may be acceptable where it closely matches natural stone, having a smooth ashlar rather than a split block appearance. Stone or replica stone should not be used on an extension to an original rendered or brick house. Facing brick may be used to match an original brick clad house or as a limited feature in a muted colour, in stone block-like panels or as a base course.

The external finish should be generally uniform on all faces. Fussy corner "quoins" or different materials cladding ground and first floor levels will be discouraged.

The use of other facing materials, e.g. vertically lined timber or metal may be appropriate for understated rear extensions within building forms which continue the scale and pattern of the original.

Roofing

Roofing materials and colours should generally match the original although sympathetic contrasts may also be acceptable for the lesser extension. A smooth slate or tile may be appropriate in an extension to a pan-tiled roof but not vice-versa.

Roof ridges and eaves details should generally have a slender elegance and match the original house. Features such as chimneys or skew gables, which give character to the roofscape, should be retained or added to any extension where appropriate.

The design of new rainwater goods should respect the character of those existing on the original house.

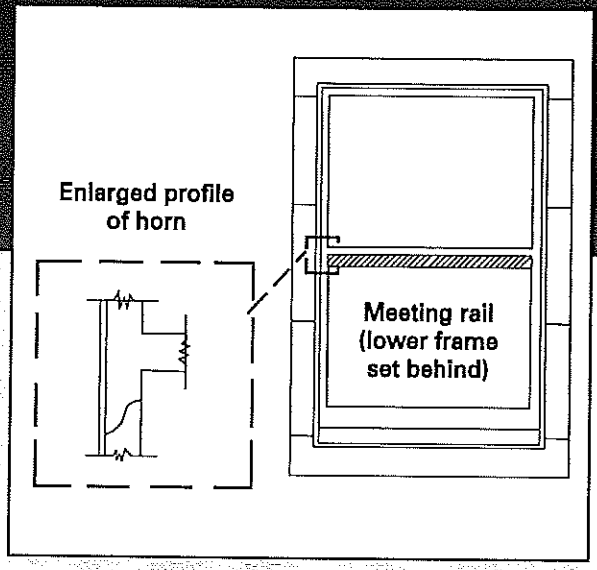


Figure 17 SASH AND CASE WINDOW

Windows and Doors

On Listed Buildings and within Conservation Areas the most common window type has been the sash and case type and this may also be required in any extension to a house covered by these designations. Elsewhere window design should continue the pattern of sub-divisions and materials existing in the main house. **(Figure 17)**

Timber windows and doors will be almost always preferred to UPVC, especially in the context of Listed Buildings and Conservation Areas, for reasons of long term maintenance and recycling. Fussy, fake period styling or wood grain "effect" for windows and doors is to be generally avoided especially in the context of simpler modern house designs.

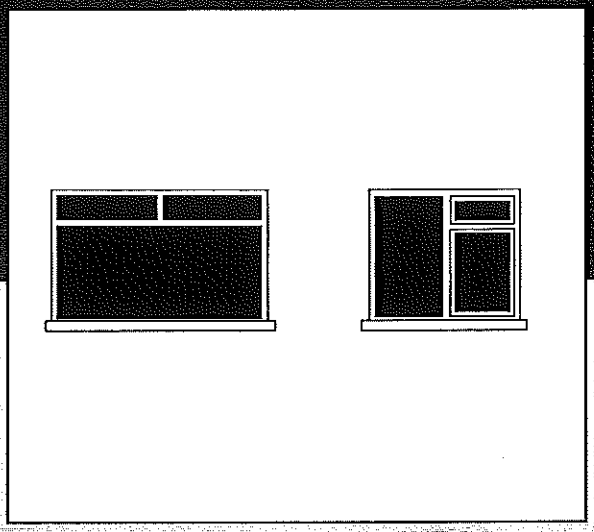


Figure 18a WINDOWS - Poor
modern horizontal patterns accepted where matching main house

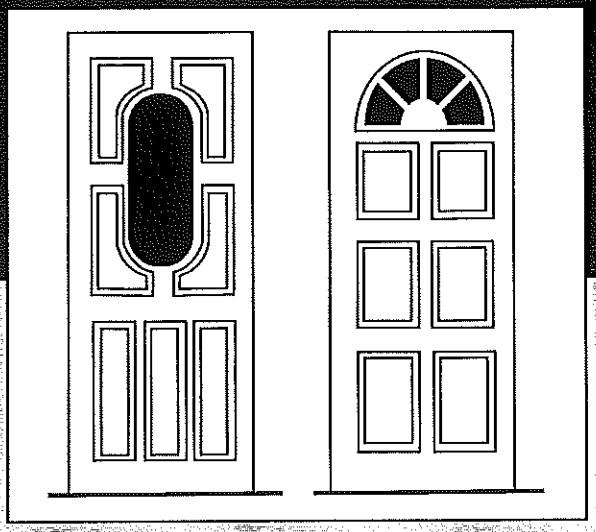


Figure 18b DOORS - Poor
fussy period designs discouraged

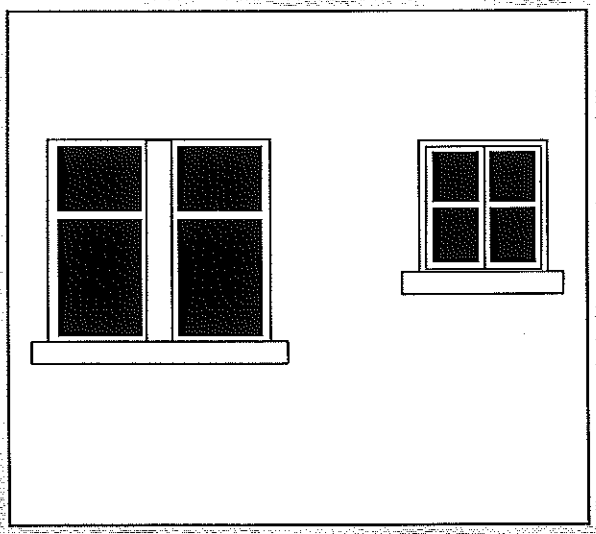


Figure 18c WINDOWS - Good
verticality and simplicity encouraged traditional patterns preferred

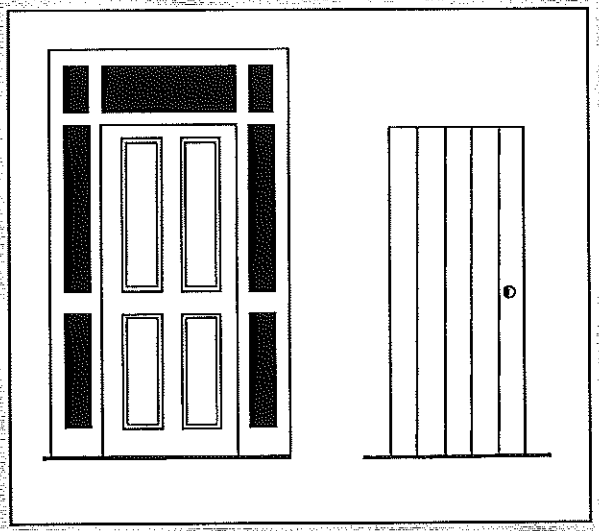


Figure 18d DOORS - Good
verticality and simplicity encouraged traditional patterns preferred

Replacement and Removals

Outwith the context of Listed Buildings and Conservation Areas "permitted development" will allow most minor works to be carried out without Planning Permission. However whether or not permission is required householders should recognise the value of repairing and replacing in sympathy with the original window and door designs to retain the character of an area with the benefits outlined above (see Introduction). Removing central mullions between two vertically proportioned windows to create picture windows is especially to be avoided.
(Figure 18a ,18b,18c & 18d)

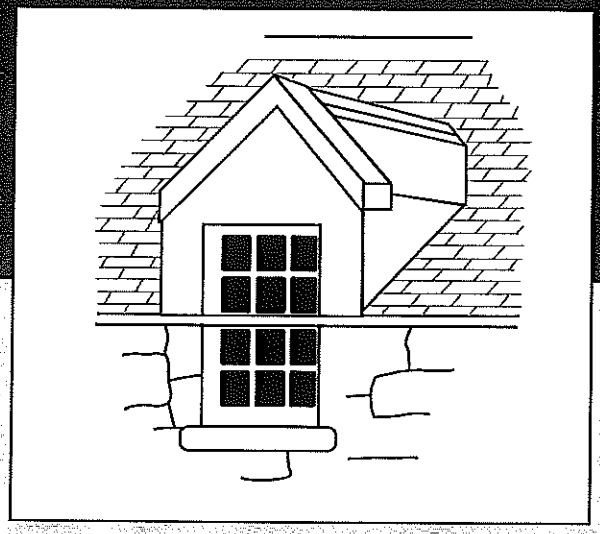


Figure 19a DORMER WINDOW TYPES
Wall Head/ 1¾ Storey

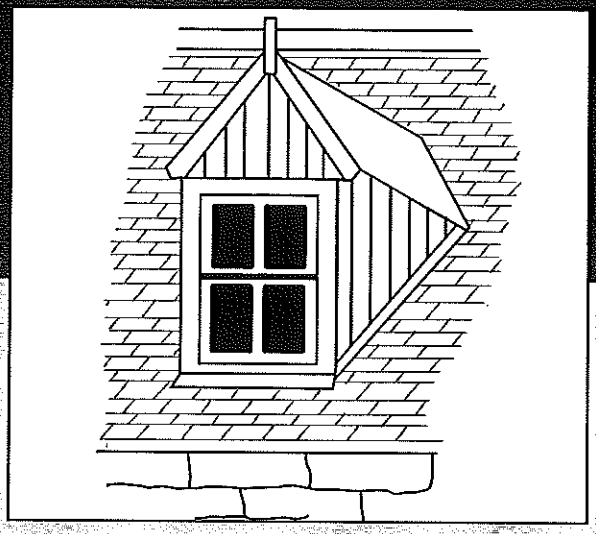


Figure 19c DORMER WINDOW TYPES
Straight Gable

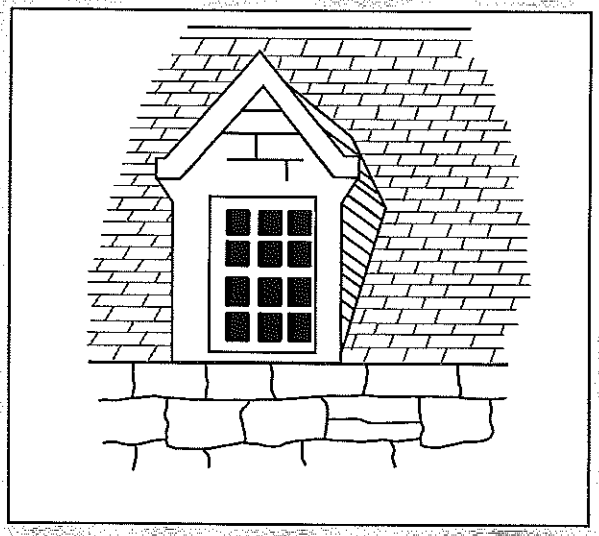


Figure 19b DORMER WINDOW TYPES
Wall Head

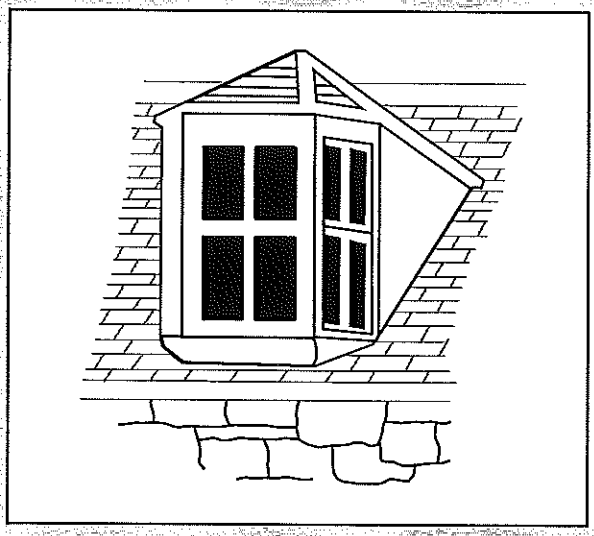


Figure 19d DORMER WINDOW TYPES
Angled Bay/Hipped Roof

2.7 Roof Extensions and Dormer Windows

Dormers

An additional bedroom upstairs is a popular householder aspiration. Habitable roof space with dormer windows is a therefore a fairly common feature in the area. It maximises use of the house, is less costly than a rear extension and avoids loss of garden ground.

The traditional dormer window sought only to marginally extend the floor area of the roof space and was positioned and proportioned as an integral component of the overall elevation. Although, within the Falkirk area, there is a predominance of angled bay dormers set within the roof plane with hipped roofs, there are also examples of square bays with gabled fronts and some dormers continue straight from the wall head. Cat-slide roofs and neat flat roofs are also occasionally in evidence as are windows set half below the eaves creating a 1¾ storey house. The traditional dormer is mainly glazed under a slate roof. (Figure 19)

Design Guidance

Roof Extensions and Dormer Windows

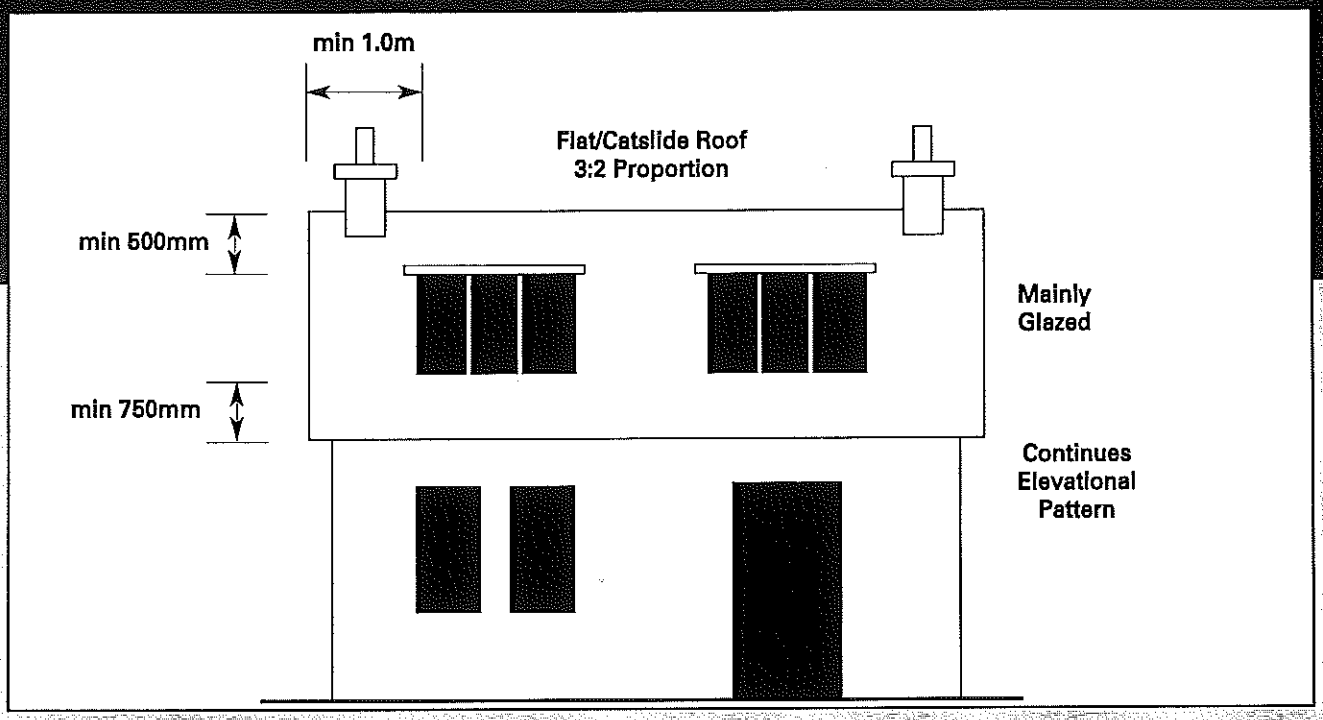


Figure 20 **BOX DORMERS - Dimensional/elevational constraints where applicable**

The problem with many modern roof/ dormer extensions is that too much accommodation has been sought, contained within overlarge boxes which are too bulky or out of proportion and spoil the character of the original house.
Where a dormer extension is proposed, therefore, the following standards will apply:

- Roof lights ("conservation" type to the front) and gable/ end hip windows should be considered first.
- No new units will be permitted on a uniform frontage presently without dormers.
- Proposals for the design of new or replacement dormers will be considered in relation to the house itself and to the streetscape. Where this varies a traditional-type dormer will be permitted on the frontage.

- Box-dormers will be permitted at the rear of a property and on a frontage where over 50% of the houses have them already, subject to the following :
  - a position no less than 500 mm. below the roof ridge, 1.00 m. from the gable or party wall and 750 mm. above the eaves
  - a proportion no greater than 3 wide:2 high
  - a lightness of appearance, mainly glazed
  - concealed rainwater goods
  - vertically proportioned windows immediately over or related to the pattern of openings
  - a tidy flat or cat-slide roof (Figure 20)

On a hipped roof the box dormer should be set 1.00m. from the hip slope on both faces (i.e. on the end hip if no overlooking).

Where box dormers are permitted, the option to create recessed infills between existing traditional dormers may also be considered as the less preferred option.

Design Guidance

Roof Extensions and Dormer Windows

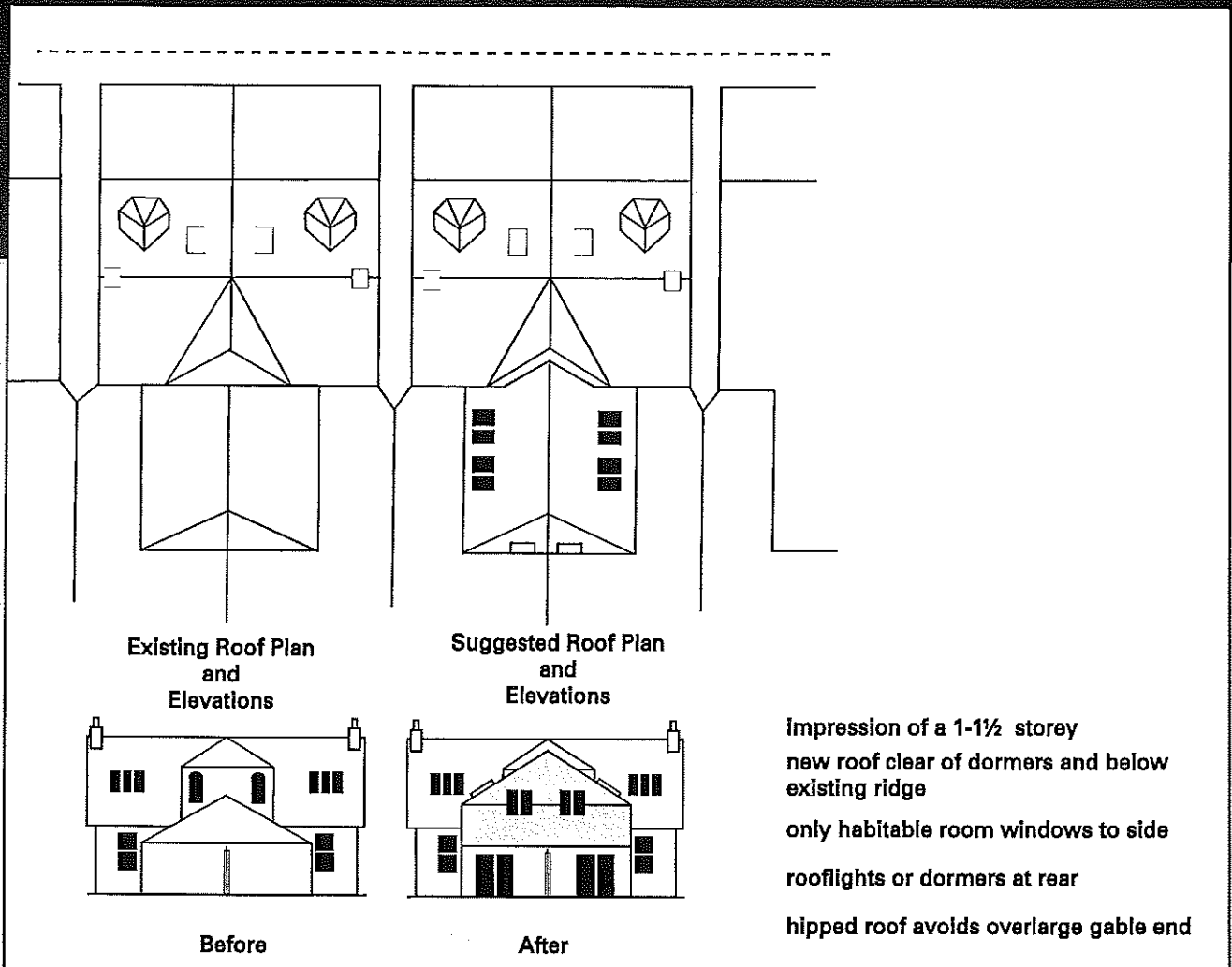


Figure 21 "HALF-COTTAGE" - Advice : adding upper floor to original single storey portion at rear where executed jointly with neighbour

"Half-Cottage"

A traditional house type found commonly in the Falkirk area is the semi-detached sandstone "half cottage" where the original single storey extension to the rear is twinned with its neighbour under a hipped roof. It is common practice to add an upper floor to this element which will be acceptable subject to the following conventions in combination :

- an integrated design, perhaps a mansard roof, avoiding the image of a box landed on the roof
- adequate clearance of any dormer window on the rear of existing house
- the impression of a 1-1½ storey building
- a hipped end to minimise any effect of a shallow, over wide gable
- non- habitable room windows, perhaps opaque, on upper side elevation
- a strong vertical emphasis to any openings

Householders should consider advantages of a joint upper extension with neighbours. **(Figure 21)**

Further Information

Permissions/Requirements

Further Reading

Useful Contacts

Checklist

3.1 Permissions and Requirements

Various permissions may be required for a house extension or alteration as follows :

Planning Permission
Required as a general rule for any new building or for a change of use, extension or external alteration of an existing building. Certain minor extensions may not require planning permission because they are deemed to be "permitted development" under planning legislation. However this concession would be removed in Conservation Areas, where an Article 4 Direction is in force.

Planning applicants require to notify neighbours in adjoining properties of a proposed development as part of any planning application.

Listed Building Consent
Required where a building is listed by Historic Scotland as of special architectural or historic interest.

Building Warrant
Required for most building works to ensure that they conform to the Building Regulations in terms of structural stability, weather resistance sound and thermal insulation, fire protection, daylighting, drainage etc. A building warrant is no guarantee that planning permission will be granted.

Tree Consent
Required where it is intended to remove or prune a tree located in a Conservation Area or an area protected by a special Tree Preservation Order.

Roads Construction Consent
Required when a development affects existing provisions for vehicular access, turning and parking provision or where the road or footpath has to be physically adapted to meet standards.

3.2 Further Reading

LITTLEFAIR P.J. (1991) Site Planning for Daylight and Sunlight: A Guide for Good Practice. (Building Research Establishment)

3.3 Useful Contacts

Information on Planning Permission, Building Warrant Permitted Development, Listed Buildings and Conservation Area control, Road Design/Warrants and Neighbour Notification can be obtained from:

Development Control Unit
Development Services
Falkirk Council
Abbotsford House
David's Loan
Falkirk FK2 7YZ
Tel: 01324 504950

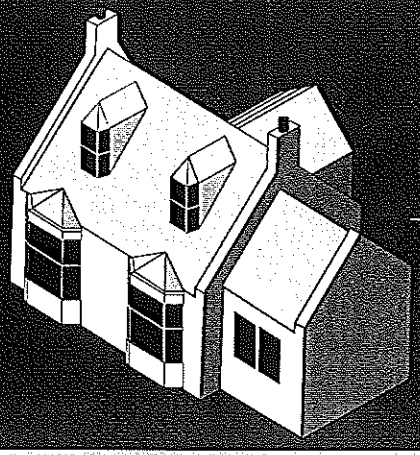
A list of architects can be obtained from:

RIAS (Royal Incorporation of Architects in Scotland)
15 Rutland Square
Edinburgh EH1 2BE
Tel: 0131 229 7205
www.rias.org.uk

The RIAS offers a Client Advisory Service and maintains a list of Conservation Accredited Architects

3.4 Checklist

- **Will my extension affect the street pattern outside my house?**
- **Will my extension affect the neighbouring property?**
- **Is my house a Listed Building or located within a Conservation Area?**
- **Will my extension affect any protected trees?**
- **Would a ground extension be better than a roof extension?**
- **Will my extension affect vehicle access, turning and parking?**
- **Do I have an appropriate professional to design and manage the work?**



هذه الوثيقة متاحة عند الطلب
في اللغات الأخرى في المجتمع.

ਇਹ ਪਰਚਾ ਸਮਾਜ ਦੀਆਂ ਹੋਰ
ਭਾਸ਼ਾਵਾਂ ਵਿਚ ਪ੍ਰਾਪਤ ਤੇ ਮਿਲਦਾ ਹੈ।

此文件超有其他
語文，請向有關
方面索取。

یہ دستاویز دوسری کمیونٹی زبانوں میں مطالبے پر دستیاب ہے۔

If you would like a copy in community languages, braille, large print or audit tape call Development Services, Falkirk Council on 01324 504715.

Falkirk Council
Development Services

Designed by Planning & Environment Unit, Development Services, Falkirk Council

Enquiries to: Shona Barton
Direct Dial: (01324) 506116
Email – shona.barton@falkirk.gov.uk
Our Ref: SB/IH
Date: 1 February 2013

Falkirk Council
Chief Executive Office
Governance

Director of Development Services
Falkirk Council
Development Services
Abbotsford House
David's Loan
Falkirk

Dear Mrs Geisler,

PLANNING REVIEW COMMITTEE – PLANNING APPLICATION P/12/0537/FUL EXTENSION TO DEWLLINGHOUSE TO FORM GARAGE WITH STORAGE LOFT, ORANGERY AND UTILITY ROOM AT 8 SOUTH BROOMAGE AVENUE NOTICE OF REQUEST FOR WRITTEN SUBMISSIONS

The Planning Review Committee met on 1 February 2013 to consider the above application for review. At the Meeting the Committee determined that they did not have enough information to determine the application, and requested, in accordance with Regulation 15 of the Town and Country Planning (Schemes of Delegation and Local Review Procedure) (Scotland) Regulations 2008 ("the 2008 Regulations"), that further information by way of written submissions be provided by the Planning Authority.

The Committee also agreed that they would conduct, in accordance with Regulation 16 of the 2008 Regulations, an accompanied inspection of the site in question.

The information requested by way of written submissions is as follows:-

(i) The square meterage of the proposed flat roof area of the utility room and the orangery, and

(ii) Information on the overall percentage of the extension area in relation to the original building.

As the Committee agreed to a timescale of 14 days for provision of this information, I would be grateful if you could forward to me any appropriate information before **Monday 18 February 2013.**

A copy of this letter has been sent to the applicant in accordance with Regulation 15(a) of the 2008 Regulations.

Chief Governance Officer: Rose Mary Glackin

Municipal Buildings
Falkirk FK1 5RS
LP 1 Falkirk-2

www.falkirk.gov.uk

Please note that you are required to send a copy of your response to this letter to the applicant. The applicant will then have a period of 14 days to comment in response.

Please contact me if you require any further clarification.

Yours sincerely

[redacted]

Committee Services Officer
for Chief Governance Officer

DEVELOPMENT MANAGEMENT UNIT

Enquiries to: Bernard Whittle
Tel No: 01324 504875
Fax No: 01324 504747
Email: bernard.whittle@falkirk.gov.uk

Falkirk Council
Development Services

FAO Shona Barton
Municipal Buildings
Falkirk Council
Law and Administration
FK1 5RS

Our Ref: P/12/0537/FUL/BW/AD
Please quote in all correspondence
Your ref:
Date 19 February 2013

Dear Ms Barton,

Town and Country Planning (Scotland) Act 1997
The Town & Country Planning (Schemes of Delegation & Local Review Procedure) (Scotland) Regulations 2008

Development **Extension to Dwellinghouse to Form Garage With Storage Loft, Orangery and Utility Room**
Location **8 South Broomage Avenue Larbert FK5 3LF**
Planning Application No. **P/12/0537/FUL**

I refer to your letter of 6 February to Mrs Geisler, the Director of Development Services, requesting additional information in relation to the above review. Mrs Geisler has asked me to reply on her behalf. In response I have set out below the details required.

(i) The square meterage of the proposed flat roof area of the utility room and the orangery, and

The proposed flat roofed extension would have a ground floor area of 35m^2. The area of the flat roof over the utility room and orangery, excluding the proposed lantern rooflight and velux window, would be 30m^2.

(ii) The overall percentage of building which would be extension in relation to the original building.

A check of historic maps and post World War 2 aerial photography suggests that the two storey, hipped roof element to the rear may have been original, or constructed prior to the planning legislation coming in to force. It is difficult to confirm if both storeys were present, however, there is no record of an application having been submitted for this element.

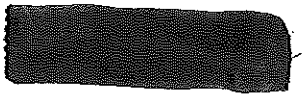
In the Council's Supplementary Planning Guidance Note, 'House Extensions and Alterations' it states at paragraph 2.3 that in respect of rear extensions, "additional accommodation should not generally be greater than 50% of the existing ground floor area". Paragraph 2.2 of the Supplementary Planning Guidance Note provides guidance on side and forward extensions but does not include this provision.

The proposed garage, utility and orangery would have a combined ground floor area of 77m^2, while the existing house has a ground floor area of 103m^2. The proposal would result in approximately a 75% increase in the ground floor area of the existing building.

Taking into account the ground and first floor accommodation within the building as existing and proposed gives a different result. The proposed garage, utility and orangery on the ground floor and storage area above the proposed garage would have a combined floor area of $100m^2$, while the existing house has a combined ground and first floor area of $188m^2$ .The proposal would result in approximately a 53% increase in the ground and first floor accommodation within the existing building.

Please note, all calculations are based on external measurements, exclude stairwells at first floor level, are based on scaled measurements from the agent's drawings and are therefore approximate.

Yours sincerely



Bernard Whittle
Development Management Co-ordinator

Copy to:

Acre Architects, 10 Harvey Avenue, Polmont, Falkirk, FK2 0QR

Stuart Taylor ARB RIAS Chartered Architect

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acre architects

Our ref: ST/02
4 March 2013

FAO Shona Barton
Comittee services officer
Falkirk Council Chief Executive Office
Governance
Municipal Buildings
Falkirk
FK1 5RS

Dear Sirs

Local planning review committee - planning application P/12/0537/FUL, extension to dwelling house at 8 South Broomage Avenue, Larbert, FK5 3LF

Following your letter dated 21st February 2013 enclosing the findings from the Director of Development Services as a result of the Committee's request for written submissions. I have the following comments for consideration.

Regarding the scale of the flat roofed area and the overall percentage of the proposed extension in relation to the original building.

We were surprised to read that a check of historic archives was carried out to ascertain the extent of the original house. The check confirmed that the house on site in terms of its scale is original in it's' entirety. We hope that this was not new information as a result of the committees request and hope that this was taken into account during the assessment of the original application, as the criteria for a side extension (as confirmed in this case) within the supplementary guidance notes is quite different from the criteria for a rear extension in particular the 50% rule as described in Bernard Whittles letter. The Committee should therefore take this in to consideration and be sure to classify the proposed as a side extension only.

Furthermore the existing house sits on a large plot of land with considerable distance between the proposed extension and the nearest building. The extension should therefore be considered in this context and not purely on the relationship between the existing building footprint and the proposed extension footprint. The issue of scale of the proposed extension was considered during the design stages which was one of reasons for the flat roof design serving the link as it does not jar volumetrically with the existing house and its surroundings and it was felt that it nestles between the existing two storey and the existing one and a half storey elements of the existing house.

We look forward to hearing from you in due course.

Yours faithfully

Acre Architects.

Acre Architects

10 Harvey Avenue Polmont Stirlingshire FK2 0QR
01324 719 961 07870 334 118 stuarttaylor1@btinternet.com