

# House Extensions

Supplementary Planning Document  
Public Consultation Draft  
September 2006





Halton Borough Council

# Draft House Extensions

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Document

Public Consultation  
September 2006

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Responses to be sent to:  
Operational Director  
Environmental & Regulatory Services  
Environment Directorate  
Halton Borough Council  
Rutland House  
Halton Lea  
Runcorn  
WA7 2GW

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Operational Director  
Environmental & Regulatory Services  
Environment Directorate  
Halton Borough Council  
Rutland House  
Halton Lea  
Runcorn  
WA7 2GW

This guidance note should be read in  
conjunction with the relevant policies of the  
Development Plan.

# I Purpose

1.1 The purpose of the House Extensions SPD is to complement the Halton Unitary Development Plan (UDP), by providing additional guidance for anyone intending to extend or alter their house or erect a garage or other outbuilding to ensure that all developments:

- a are of exemplary design quality and that any extensions do not spoil the character of the original dwelling, but relate closely to it and harmonise with the existing house in its scale, proportions, materials and appearance;
- b protect residential amenity of neighbouring properties;
- c protect and enhance the built and natural environment;
- d preserve the essential character of the street and surrounding area;
- e avoid the creation of dangerous highway conditions; and
- f safeguard the provision of a reasonable private garden space.

1.2 By stating this purpose, the Council will seek to improve through its function as the Local Planning Authority any development proposal that does not provide for, or meet the principles encouraged and required within this SPD and the Halton UDP

1.3 These guidelines are intended to illustrate the criteria that will be applied by the council in assessing proposals for house extensions. They also provide advice for planning and designing domestic extensions in a way that will enhance the appearance of the dwelling whilst maintaining the character and amenity of the neighbourhood.

1.4 This SPD is also intended to encourage residents to follow the practical guidance it contains wherever opportunities arise whether or not formal consent is required.

1.5 **It is important that each section is not read in isolation, as guidance provided in the whole of the document will be applied, as required.**

## Application of the Policy

The definition of “house” in the policy includes bungalows, but excludes apartments or maisonettes.

“Extension” means all additions to the house whether attached or not, and includes garages.

This House Extensions SPD also applies to:

- Houses that are listed buildings and buildings in Conservation Areas.
- Houses in the Green Belt.

However, due to the special characteristics of these areas, more stringent controls may need to be applied.

Exceptions may be considered for an extension to provide basic amenities or facilities at ground floor level for a disabled person. However, where possible, the extension should be designed to comply with the guidance. In circumstances where the guidance cannot be adhered to, acceptable proof of disability and a written statement justifying why an exception should be made shall be submitted with any application.

## 2 Guiding Principles

- 2.1 This section sets out some of the documents that contain guiding principles that have been used to inform the general principles set out in this document.

### By Design

- 2.2 By Design, Urban Design in the Planning System: Towards Better Practice, is a companion guide to National planning policy guidance. It does not provide policy, but encourages better design. By Design summarises the objectives of urban design as:

- **Character** - A place with its own identity
- **Continuity and enclosure** - A place where public and private spaces are clearly distinguished
- **Quality of the public realm** - A place with attractive and successful outdoor areas
- **Ease of movement** - A place that is easy to get to and move through
- **Legibility** - A place that has a clear image and is easy to understand
- **Adaptability** - A place that can change easily
- **Diversity** - A place with variety and choice

### Securing the Future

- 2.3 Securing the Future: Delivering UK Sustainable Development Strategy, sets out the Government's sustainable development agenda. It sets the following guiding principles for sustainable development:

- Living within environmental limits
- Ensuring a strong, healthy and just society
- Achieving a sustainable economy
- Promoting good governance
- Using sound science responsibly

### Building in Context

- 2.4 The belief underlying 'Building in context' is that the right approach is to be found in examining the context for any proposed development in great detail and relating the new building to its surroundings through an informed character appraisal. It suggests that a successful project will:

- relate well to the geography and history of the place and the lie of the land;
- sit happily in the pattern of existing development and routes through and around it;
- respect important views;
- respect the scale of neighbouring buildings;
- use materials and building methods which are as high in quality as those used in existing buildings; and
- create new views and juxtapositions which add to the variety and texture of the setting.



# 3 General Principles for all Extensions

3.1 These principles apply to all extensions:

## Design in relation to existing dwellings

3.2 An extension should relate closely to, and harmonise with the existing building in its scale, proportions, materials and appearance. In particular:

- The size of the extension should be subordinate to the size of the dwelling as first built.
- The external materials used shall closely match those of the existing dwelling in their design (see diagram 1).



Diagram 1: Poor choice of external materials for the extension

- On prominent elevations, problems of bonding old with new brickwork on the same plane should be overcome by setting the extension back from the main wall of the dwelling.
- The roof of an extension should be pitched to match that of the existing dwelling. Flat roofs are not normally acceptable, except where they are a feature of the original dwelling house. (see diagram 2)
- The windows of any extensions should be in line with existing windows and should match their proportions, size and design. (see diagram 2)



Diagram 2: Examples of side extensions – one with an appropriate pitched roof and well matched windows and one with an inappropriate flat roof and poorly matched windows.

## How and where to extend?

3.3 The choice of how and where to extend will depend upon a variety of factors. However, the Council's policies as set out in this booklet will be an indicator as to whether or not a particular proposal will be acceptable.

3.4 The position of the dwelling within its plot will be one of the most important considerations. Is there more space at the side or at the rear? How will the extension relate to the internal arrangement of the house?

3.5 For dwellings in substantial plots, there may be several options where an extension can be accommodated with little affect on neighbouring properties.

3.6 However, a basic principle to follow is that extensions should respect the style and character of the original house and not overwhelm it.

## Effect on the street scene and the character of the area

3.7 Apart from its relationship to the existing house, an extension should not be visually detrimental to the existing

character or appearance of the street scene or the surrounding area. In particular:

- Where a house is one of a group, similar in appearance and significant in the street scene, the effect of an extension to that house on the appearance of the group, as well as the individual house should be carefully considered.
- An extension should respect any regularity and width of spaces between existing houses and the visual effect of these spaces when significant in the street scene.
- An extension should respect any regularity in the distance between the road and the frontage walls of existing houses when this distance is a significant factor in the street scene.
- An extension at the rear of a dwelling should not be so extensive in relation to the size of the rear garden or yard that the enlarged house would constitute overdevelopment of the site that would be out of character with the area.

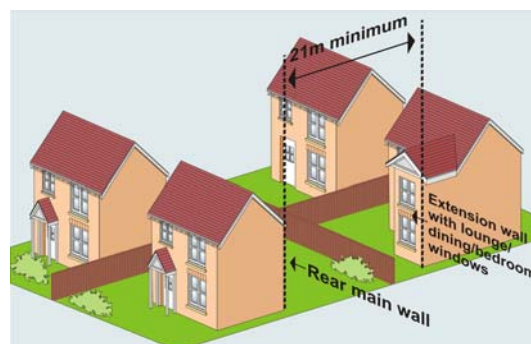


Diagram 3: 21 metres between facing principal windows

- Where principal windows directly face a blank elevation, a minimum distance of 13 metres must be maintained. (see diagram 4)

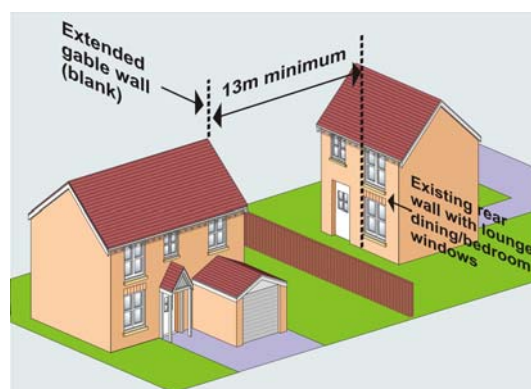


Diagram 4: 13 metres between principal windows and blank wall

### Amenity of neighbours

3.8 An extension should respect the existing standard of daylight and privacy experienced by neighbours, in particular:

- Where principal windows will allow views to other principal windows of a neighbouring property, a minimum distance of 21 metres must be maintained. (see diagram 3)
- Where the house concerned is more than two storeys, the Council will normally apply a further 3 metres for each additional floor in addition to the distances stated above. For example, a three-storey house will normally require 16 metres (13m + the additional 3m) between a principal window and a blank elevation or 24 metres (21m+3m) between facing principal windows.
- Any new patio area or balcony at first floor levels should not have the potential for an unacceptable degree of overlooking from any main window of a principal room in an adjacent house; nor for the direct sideways overlooking of



neighbouring private garden or yard.

- The Council uses the '45-degree rule' to help assess impact upon the amenities of the neighbouring properties and to protect from overshadowing or obstruction, caused by large extensions on or close to the boundary. The code is principally applied to single storey rear extensions and side extensions where building lines are staggered. (see diagrams 5, 6 & 7)



Diagram 5: The '45-degree Rule' applied to a semi detached or terraced property

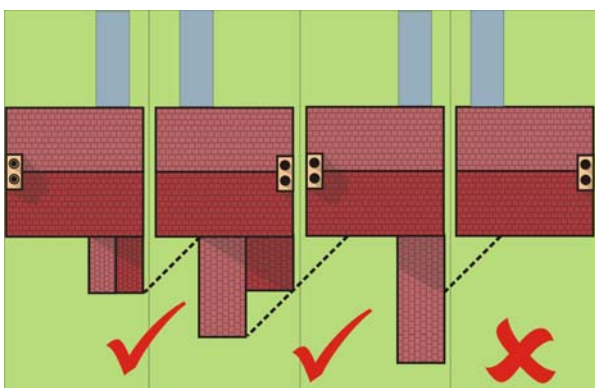


Diagram 6: The '45-degree Rule' applied to a detached property

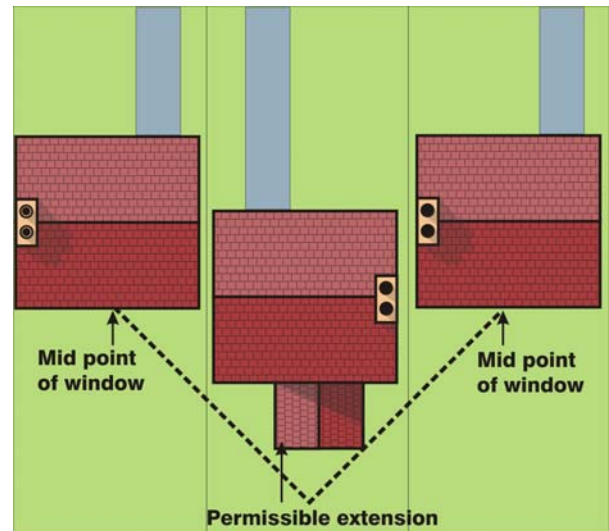


Diagram 7: The '45-degree Rule' applied to staggered properties

**Note:** a principal window is a main window of a living room, dining room, conservatory or a bedroom.

### Building Control

3.9 Building regulation requirements should be taken during the design of any alteration or extension. More advice on the building regulations may be obtained from the Council's Building Control Division, contact details can be found in the Appendix.

## 4 Front Extensions & Porches

4.1 These principles apply to front extensions and porches:

- Front extensions should respect the existing property, and neighbouring properties, regarding design, size and siting.
- Any extension to the front elevation must be designed to harmonise with the existing property.
- Proposals should not result in the loss of existing parking provision.
- If the buildings on the street follow an established pattern or clear building line, front extensions are more likely to be considered to adversely affect the appearance of the street scene.
- Where planning permission is required, conversions of integrated or attached garages will not normally be allowed if two off road parking spaces cannot be provided.
- Porch extensions should also match the original design of the property.
- The height of the porch should not exceed the sill height of the first floor windows.



Diagram 8: Inappropriate porch extension.

## 5 Side Extensions

5.1 To avoid terracing and / or an unbalanced effect, two storey and first floor side extensions to a semi detached, linked detached or end terrace property, should incorporate the following principles:

- The extension should not exceed more than 50% of the width of the frontage of the original dwelling.
- A minimum of 800mm shall be retained between the sidewall of the extension and the inside of the plot boundary to allow for access to the rear for bin and cycle storage. (see diagram 9)
- A minimum gap of 800mm shall be retained between the sidewall of the first floor and the plot boundary. (see diagram 9)



Diagram 9: Good side extension with 800mm retained between the sidewall of an extension and the plot boundary

- The extension shall be set back a minimum of 1 metre from the main front elevation of the existing dwelling. (see diagram 10)
- The roof of the extension shall have a lower ridge height, than the existing house. (see diagram 10)



Diagram 10: Good side extension - set back 1m and with lower ridge height

- A minimum of two off road car parking spaces shall be provided.

### Other considerations

5.2 This policy is designed to prevent extensions at the side of detached or semi detached houses from joining up with neighbouring houses to create a continuous terrace effect. Whilst there is nothing wrong with terraced housing as such, the aim of the policy is to protect street scene and the amenities of areas that were originally designed and laid out as detached or semi detached developments. Such areas can provide attractive views between houses to trees and the scene beyond, and they permit the penetration of sunlight and daylight into the street and into gardens and rooms opposite the gaps. Closure of these important gaps between dwellings can alter the character of a residential street leading to a reduction in the amenity enjoyed by residents and passers by. (see diagram 11)



Diagram 11: Inappropriate side extensions which have lead to a 'terracing effect'

- 5.3 For detached properties the lower ridge height and first floor front elevation set back may not be required but this is based on a case-by-case assessment.
- 5.4 This policy also ensures that the extension is subordinate to the existing dwelling and harmonises with it.

### Corner plots

- 5.5 Even though a corner plot may seem to have more garden space to the front and side, they should remain open, with clear views to be seen when travelling around the corner. The Council will normally expect all extensions on corner plots (single and two storeys) to meet all the following criteria:

- Corner extensions should not project beyond the front elevations

of those properties on adjacent roads. (see diagram 12)

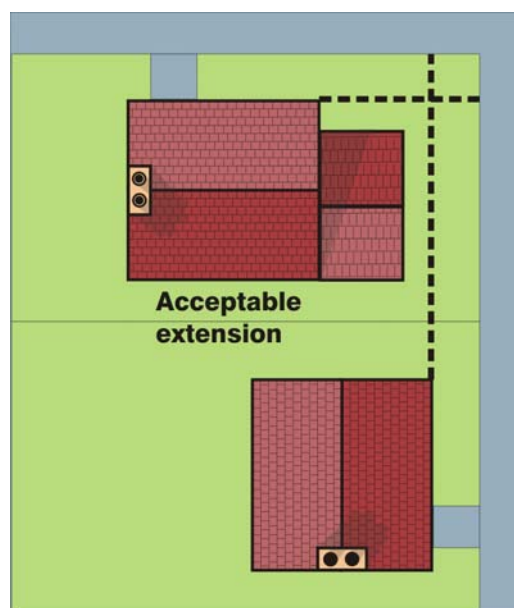


Diagram 12: Appropriate corner extension not projecting beyond either properties front elevation

- The width of the extension should not be more than half the width of the original frontage of the property.
- The width of the extension should not be more than half the width of the garden / plot between the property and adjacent highway.
- The extension should have a pitched roof to match the design of the main roof.



## 6 Rear Extensions

- 6.1 When considering rear extensions the Council will use the 45-degree rule. This will help to assess the impact of any rear extension upon the amenities of the neighbouring properties and to protect them from overshadowing or obstruction, caused by extensions on or close to the boundary.

### Single storey rear extensions

- 6.2 These principles apply to single storey rear extensions:

- An extension will not normally be allowed if it projects more than a 45 degree line from the middle of the nearest affected neighbouring window or exceeds a maximum of 4 metres.
  - To comply with the 45-degree code, extensions should be designed so as not to cross the 45-degree line from the neighbours nearest habitable room (living, dining, conservatory or bedroom) window. The 45-degree line shall be drawn in the horizontal plane, and taken from the middle of the neighbour's window. The line will show the maximum width and / or depth that a proposed extension can build up to avoiding obstruction from light or views. (see diagram 13)
  - The council when assessing single storey rear extension will consider the impact on the neighbouring property and take into account differences in land levels.
  - The council will also take into consideration the height of a proposed extension when assessing an application.

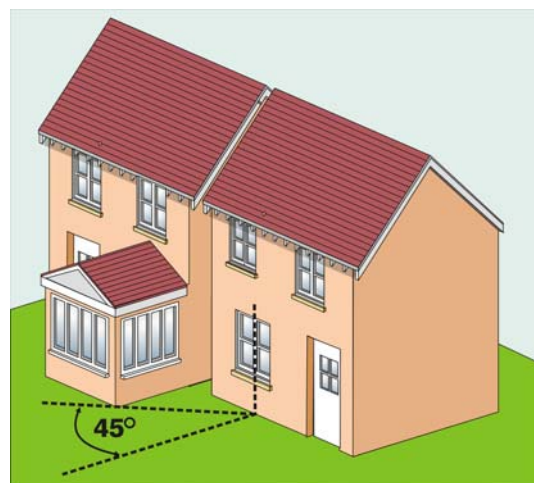


Diagram 13: 45-degree rule

### Two storey rear extensions

- 6.3 The following principles apply to two storey rear extensions:

- Two storey extensions along shared boundaries shall not project at first floor level by more than 2 metres.
- In any other case, the following sizes shall be applied:

Distance between extension and adjoining property	Maximum projection at first floor level
1m	2.5m
2m	3m
3m or more	4m

- Where properties have a staggered building line and a neighbouring property is set forward in the plot, the maximum projection will be measured from the rear building line of that neighbour's property.

## 7 Dormer Extensions

7.1 Wherever possible dormer windows should be restricted to the rear of the dwelling in order to preserve the character of the street scene. This may not be so important where front dormers are already a common feature of other buildings in the street.

7.2 Side dormers will not normally be permitted where they allow overlooking or adversely affect the streetscene.

7.3 Where dormers are on the front or rear elevation of the dwelling or readily visible from public space, their scale and design are particularly important and the following criteria will apply:

- They should not normally exceed more than one third of the width of the roof.
- They should not project above the ridge of the roof (see diagram 14).
- Dormers which wrap around the side ridges of a hipped roof are not acceptable.
- The face of a dormer should be set back by a minimum of 1 metre behind the main wall.
- A dormer should not extend to the full width of the roof, but should be set in from the side/ party walls. Two smaller dormers may be better than one large one (see diagram 15).
- Dormer windows should vertically line up with existing windows and match their style and proportions.
- Flat dormer roofs are not acceptable unless considered appropriate to the particular building or the street scene.
- Dormer cheeks should normally be clad in materials to match the existing roof.



Diagram 14: Examples of dormer window extensions



Diagram 15: Examples of dormer window extensions



## 8 Parking & Garage Space

- 8.1 Extensions will not normally be allowed if they have the potential to reduce off-road parking. In most circumstances a minimum of two off-road parking spaces should be provided. The size of a parking space should be a minimum of 2.4 metres x 5 metres.
- 8.2 It is preferable that at least one parking/garage space is provided behind the building line, and that the driveway can accommodate at least one vehicle length of 5 metres. This should not include any service verge or footpath. Where a garage has been provided adequate space shall be given to allow for a parked car and for a garage door to be opened (see diagram 16). Where space is restricted the use of roller or sectional garage doors which require less space may be more appropriate than 'up and over' doors.
- 8.3 Where the extension or alteration will create a 5-bedroom property three off road parking spaces will be required unless there are other material considerations.

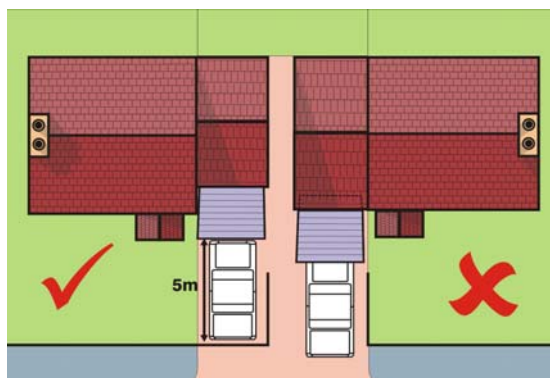


Diagram 16: Examples of parking spaces

- 8.4 Consideration of parking arrangements is particularly important if you are thinking of either converting an integrated or attached garage to living accommodation or building on or over an existing garage or driveway. Extensions which prevent the parking of cars within the curtilage of the dwelling will not be acceptable.
- 8.5 An extension should not be constructed in a position where it would interfere with an adequate standard of visibility for road users to the detriment of highway safety.
- 8.6 Property boundaries, including extensions should be 300mm clear of the highway boundary (including footpath and service verge) so that foundations do not interfere with service apparatus.

## 9 Garden Space

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

9.2 The minimum garden area acceptable to the Council is 50 Sq.m of usable garden space, and this should be private enclosed space e.g. rear garden. In most cases it will be necessary to keep a larger area to avoid cramped appearance and to maintain the character of the area. Large trees within gardens may restrict options to extend especially if the trees are protected by a Tree Preservation Order.

9.3 Generally rear extensions will encroach onto garden space to a greater extent than side extensions. If the garden is already quite small (approximately 50m<sup>2</sup>), a rearwards extension may not be advisable.

the canopy of such trees or in close proximity must be accurately shown on the submitted plans, and include the crown spread.

### Trees

9.4 Proposals that would require the felling of protected trees, trees in conservation areas or other trees that contribute significantly to the character of an area or that could endanger its health (for example by severing its roots), are very rarely considered to be acceptable. Instead, alternative methods of providing additional accommodation should be explored.

9.5 Extensions will not normally be allowed where the extension will be overshadowed by surrounding tree, as this could lead to pressure to remove these trees.

9.6 Proposals that would result in the felling of trees or would extend within

# 10 Other Considerations & Information

## OTHER CONSIDERATIONS

### Green Belt

- 10.1 Extensions should not result in disproportionate additions over and above the size of the original building. The interpretation of this policy will vary according to the character of the property, but as a general guide, extensions, which increase the volume of the original house by more than about one third, are unlikely to be acceptable.
- 10.2 Special regard should be given to matters of siting, height, scale, design and use of materials in order to maintain the openness and visual integrity of the Green Belt.
- 10.3 Planning applications for extensions should be accompanied by drawings that demonstrate the size/ volume of the original building. Very special circumstances will have to exist to justify any exception to the strict control of development in the Green belt. It is the responsibility of the applicant to provide this justification.

### Listed Buildings and Conservation Areas

- 10.4 Extensions to listed buildings and/ or within Conservation Areas are likely to be particularly sensitive. In particular, the design standards applied may be stricter than those previously outlined in this policy document. Most works to listed buildings will require Listed Building consent, even if they do not require planning permission.

## OTHER INFORMATION

### Building Regulations

- 10.5 In addition to the need for planning permission, house extensions may also require approval under the Building Regulations. These regulations are designed to ensure appropriate standards of design and construction are employed. Approval under these regulations is a separate issue and for further advice, please contact the Council's Building Control Division on 0151 471 7360.

### The Party Wall Act

- 10.6 The Act provides a framework for preventing and resolving disputes in relation to party walls, boundary walls and excavations near neighbouring buildings. It does not resolve boundary disputes but is intended to manage the process of work to or up to the party boundary and includes reference to the right of access to neighbouring properties to carry out works. An explanatory booklet is available should further details be required.

### Neighbours

- 10.7 The council always recommends that you consult neighbours affected by the proposals before submitting the plans to the council. This may facilitate minor amendments and resolve any unknown issues. In any event, the council will formerly notify neighbouring properties inviting comments, and a period of 21 days is allowed for such comments to be made in writing to the council.

# 11 The Planning Application

## Do you need to apply for planning permission?

- 11.1 If you live in a house, you can make certain types of minor changes to your home without needing to apply for planning permission. These rights, are called "permitted development rights". However, Permitted Development Rights will not apply if your property is Listed or in the grounds of a Listed building; in a Conservation Area; and/or has had the Permitted Development Rights removed.
- 11.2 If you are in any doubt as to whether you require planning permission please write in with details of your proposal including sketches and sizes to: Planning & Policy Division, Environmental and Regulatory Services, Rutland house, Halton, Lea, Runcorn, Cheshire, WA7 2GW.
- 11.3 Further information in relation to planning permissions and Permitted Development Rights can be found on the Planning Portal website at [www.planningportal.gov.uk](http://www.planningportal.gov.uk) or on the Council's website at [www.halton.gov.uk](http://www.halton.gov.uk)
- 11.4 It should also be noted that house extensions may require building regulations approval regardless of whether or not they need planning permission. More advice on the building regulations may be obtained from the Council's Building Control Division, contact details can be found in the Appendix.

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

## What to submit with your application

11.5 When you are preparing your application, you should include the following information:

- 3 copies of the completed planning application forms. Blank copies are available online or from Halton Direct Link receptions. You can also apply on line at [www.planningportal.gov.uk](http://www.planningportal.gov.uk)
- 3 copies of the location plan, (OS based) showing your property in relation to neighbouring properties and its position in the street, with numbers of nearby houses clearly indicated, to scale of not less than 1:1250. You should outline the boundaries of your property (including land to the front, rear and sides) in red with any other adjoining land in your ownership outlined in blue.
- 3 copies of the plans and elevations of the house as existing
- 3 copies of the plans and elevations showing the extension proposal, to a scale of 1:100 or 1:50.
- A block plan to a scale of not less than 1:500 showing the distances from the extension to your plot boundaries and showing any other features such as trees, outbuildings. The block plan should show the relationship of the extensions to neighbouring windows. It should also show the means of access and parking arrangements. Note the block plan should be based upon accurate survey measurements. On sloping sites, plans showing proposed levels may be required. (Diagram 15 provides an example of a block plan)

**Please note all plans and elevation drawings should be produced in a metric scale.**

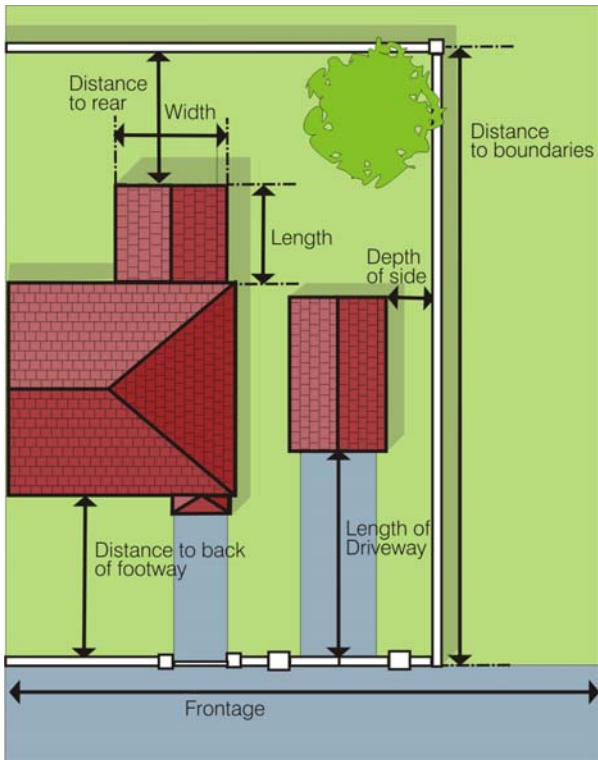


Diagram 15: A typical block plan for a rear extension and garage is shown on the following page.

- A covering letter with any other relevant information in support of your application.
- I copy of the correct Certificate of Ownership, signed and dated.  
If you are not the sole owner of all the land to which the application relates the owner/s must be told about your application, this is done by serving Notice No. 1 on each owner.

**NOTE:** All applications requiring planning permission must be accompanied with the appropriate fee, which must be submitted with the application forms and plans. Unless the fee is correct, and the forms and certificate are correctly filled in, including accurate plans, the application cannot be registered and will be returned.

11.6 Please note that the advice contained in this document is not binding in every case, so there may be occasions where

special site characteristics warrant a relaxation. Officers will always be pleased to advise.

## 12 Policy Background

- 12.1 This SPD has been produced to ensure that through its function as a Local Planning Authority, the Council complies with national and regional guidance and advice and contributes, wherever possible, to meeting the priorities of the community it serves.

### National Policy

- 12.2 *Planning Policy Statement 1 (PPS1): Creating Sustainable Communities*, states that 'good design ensures attractive, usable, durable and adaptable places and is a key element in achieving sustainable development. Good design is indivisible from good planning.'

- 12.3 *Planning Policy Guidance note (PPG) 3: Housing*, states that new housing and residential environments should be well designed and should make a significant contribution to promoting urban renaissance and improving quality of life. PPG3 further suggests that the Council and developers should think imaginatively about designs and layouts that make more efficient use of land without compromising the quality of the environment.

- 12.4 'Better Places to Live: A Companion Guide to PPG3: By Design' published by the DETR in 2000 provides specific urban design advice to help deliver the objectives of PPG3. This companion guide considers the principles of urban design and the features of urban form, together with advice on the design and layout of successful residential housing developments, such as understanding character, privacy, orientation and safety.

- 12.5 Additional good practice guidelines include 'Planning - A Guide for Householders' published by the DETR (2002). This document states that the purpose of the planning system is to protect amenity and the environment in

the public interest. Further advice contained in this document states that a well-designed building or extension is likely to be much more attractive to you and to your neighbours and it is also likely to add value to your house when you sell it. The guidance for householders specifically suggests that extensions often look better if they use the same materials and are in a similar style to the existing buildings and in some instances the Council's design guides or advisory leaflets may help you or you may wish to consider using a suitably qualified, skilled and experienced designer.

### Regional Policy

- 12.6 One of the core principles of Regional Planning for the North West (RPG13), which is now by virtue of the Planning and Compulsory Purchase Act (2004) the Regional Spatial Strategy (RSS), is good design. Policy DP3 states that 'new development must demonstrate good design quality and respect for its setting'. It goes on to state that local authorities should set out guidance that ensures more innovative design to create a high-quality living and working environment, especially in housing terms, which incorporates: more efficient use of energy and materials; more eco-friendly and adaptable buildings; sustainable drainage systems; community safety and 'designing out' of crime; and appropriate parking provision and best practice in the application of highway standards.

- 12.7 Policy DPI of the Draft RSS (2006) states that all proposals and schemes must demonstrate excellent design quality, sustainable construction, efficiency in resource use and respect for their physical and natural setting.



## Local Policy

12.8 The Halton Unitary Development Plan (UDP), which was adopted in April 2005, contains a number of strategic aims and objectives. These are set out in Part I of the UDP. In relation to environmental quality, these include creating a safe and healthy Halton, and ensuring that future development is of a quality of design that enhances the built environment and encourages the use of energy efficient design. At the centre of these strategic aims and objectives is the desire of the Council to create sustainable places that all people will want to live and work within.

12.9 Part 2 of the UDP contains policies that seek to implement the broad aims and objectives contained within Part I of the UDP. The proposed SPD is intended to support Policy H6, which states that proposals for house extensions will be permitted where:

- a the proposal would not unacceptably alter the appearance or character of the original dwelling but relate closely to it and harmonise with it in terms of their scale, proportions, materials and appearance;
- b the proposal would not create dangerous highway conditions by obstructing visibility for pedestrians or drivers of motor vehicles; and
- c Reasonable private garden space is provided for use by the residents of the extended property

12.10 However, other policies within the UDP may also be relevant to some developments so this SPD. Therefore, this SPD should be read in conjunction with all the relevant policies of the Development Plan.

12.11 The intended SPD will be produced to contribute to the priorities, principles, objectives and targets of the Halton Community Strategy (2006). This strategy coordinates the resources of the local public, private and voluntary

organisations towards common purposes.

12.12 Two of the main priorities set out in this strategy cover issues that are expected to be raised in the proposed SPD, within the priority to *Halton's urban renewal* one of the objectives to support and sustain thriving neighbourhoods and open spaces that meet people's expectations and add to their enjoyment of life. Within the priority to *a Safer Halton* one of the objectives is to create and sustain better neighbourhoods that are well designed, well built, well maintained and valued by the people who live in them, reflecting the priorities of residents to improve public perceptions and attractiveness.

12.13 Halton Borough Council is signed up and committed to contributing to achieving the priorities of the Community Strategy. The Council's priorities are set out in the Corporate Plan. This plan also has five priorities, including 'safe and attractive neighbourhoods' and 'promoting urban renewal'.

12.14 The intended SPD is being produced to help meet this target and others set out within the Council's Corporate Plan. The priorities in the Community Strategy and the Corporate Plan are based on the priorities set by the people of Halton. These were identified through community involvement via area panels, focus groups, and a telephone questionnaire. The Corporate Plan was based on the same community involvement and statistical information compiled for the State Of Borough Report, 2005.

# Appendix I: Contacts and Useful Information

## General information

To access a downloadable copy of the Planning Policy Guidance notes or Planning Policy Statements detailed in Section 2, or for further general planning information visit the Department of Communities and Local Government website at [www.communities.gov.uk](http://www.communities.gov.uk) or for a hard copy contact the Department of Communities and Local Government by phone on 0870 1226 236.

To access a downloadable copy of 'By Design, Urban Design in the planning system: Towards Better Practice' and 'Safer Places', documents relating to urban renewal, urban design and creating sustainable communities, and general planning information visit The Department of Communities and Local Government website at [www.communities.gov.uk](http://www.communities.gov.uk).

For information relating to urban design there are several documents available. Design at a Glance: A quick reference to national design policy, Design Review and The Value of Good Design can be downloaded free of charge from the CABE website at <http://www.cabe.org.uk/publications/> and The Urban Design Compendium produced by English Partnership and the Housing Corporation can be ordered online free of

charge from English Partnerships at [www.englishpartnerships.co.uk](http://www.englishpartnerships.co.uk) Urban Design Guidance: urban design frameworks, development briefs and masterplans, produced by the Urban Design Group, and From Design Policy to Design Quality, produced by the RTPi, can be purchased from Thomas Telford Ltd.

Further information on the Secured By Design initiative, including details relating to the standards required for a development to receive Secured By Design accreditation may be found at [www.securedbydesign.com](http://www.securedbydesign.com)

For information regarding any development affecting a historic building or conservation area 'Building In Context' will be able to provide advice. It is available from English Heritage and the CABE and can be downloaded free of charge from <http://www.cabe.org.uk> or for a hard copy contact English Heritage at: Customer Services Department, PO Box 569, Swindon, Wiltshire, SN2 2YP, Tel: 0870 333 1181, Fax: 01793 414 926

You can find out about the planning system and how it works at [www.planningportal.gov.uk](http://www.planningportal.gov.uk)

## Local information

For advice relating to submitting a planning application, for pre-application discussion or to purchase a copy of this SPD or any other SPD contact:

Planning & Policy Division  
Environmental & Regulatory Services  
Halton Borough Council  
Rutland House  
Halton Lea  
Runcorn  
WA7 2GW

Tel: 0151 424 2061

Fax: 0151 471 7314

Email: [dev.control@halton.gov.uk](mailto:dev.control@halton.gov.uk) or  
[forward.planning@halton.gov.uk](mailto:forward.planning@halton.gov.uk)

Website:

[www.halton.gov.uk/developmentcontrol](http://www.halton.gov.uk/developmentcontrol) or  
[www.halton.gov.uk/forwardplanning](http://www.halton.gov.uk/forwardplanning)

If further highways or transport information is required, please contact the:

Highways Division  
Environmental & Regulatory Services  
Halton Borough Council  
Rutland House  
Halton Lea  
Runcorn  
WA7 2GW

Tel: 0151 424 2061

Fax: 0151 471 7521

If further information is required relating to accessibility or building control please contact:

Building Control Division  
Environmental & Regulatory Services  
Halton Borough Council  
Rutland House  
Halton Lea  
Runcorn  
WA7 2GW

Tel: 0151 424 2061

Fax: 0151 471 7314

Website: [www.halton.gov.uk/buildingcontrol](http://www.halton.gov.uk/buildingcontrol)

If further information is required in relation to trees in development, please contact:

John White (Trees & Woodlands Officer)  
Landscape Division  
Environmental & Regulatory Services  
Landscape Services Department  
Picow Farm Depot  
Picow Farm Road  
Runcorn  
WA7 4UB

**Tel:** 0151 424 2061

**Website:** [www.halton.gov.uk](http://www.halton.gov.uk)

