

**Householder Extensions and
Alterations**

**LOCAL DEVELOPMENT
ORDER 2016
(LDO)**



Telford & Wrekin

C O U N C I L

1. Introduction

- 1.1 The Householder Extensions LDO applies to householder extensions and alterations which normally require planning applications that are deemed to be straight forward and low impact and in compliance with the Councils house extensions planning guidance. The LDO extends Permitted Development rights for qualifying alterations to dwellings. The LDO does not remove any of the nationally set "Permitted Development" rights.

2. What does the LDO permit?

- 2.1 The Householder Extensions LDO allows certain extensions to be built without planning permission. The criteria used are over and above the national permitted development rights set down by the Town and Country Planning (General Permitted Development) Order 1995 as amended, which still apply to all dwelling houses within the District unless otherwise specified.
- 2.2 This LDO includes:
- a. Erection of single storey rear and side extensions
 - b. Erection of a two storey and first floor rear and side extensions
 - c. Single storey extensions to converted dwellings that were previously Offices / Storage and Distribution Units/ Shops / Amusement arcades/ Agricultural Buildings converted under permitted development rights
 - d. Porches
 - e. Thermal Cladding
 - f. Dropped Kerbs on Unclassified Roads
- 2.3 However the following types of properties are **not included** in the LDO scheme:
- a. Properties in a Conservation Area and its identified exclusion zone
 - b. Properties in a World Heritage Site and its identified exclusion zone.
 - c. Listed Buildings and development within its curtilage
 - d. Flat or a house in multiple occupation
 - e. Properties within the Area of Outstanding Natural Beauty
 - f. Properties within a Site of Special Scientific Interest
 - g. Properties within Historic Parks and Gardens
 - h. Local Interest Buildings
 - i. If permitted development rights have been removed
- 2.4 Any works to be compliant with the LDO, must complete the LDO process, and the work cannot have commenced before receiving written approval from the council. This cannot be treated retrospectively, and the submission of a full planning application will be required.

3 LDO Design Criteria

3.1 Criteria applicable to all alterations under the LDO

- a. No part of the extension (excluding porches) extends beyond the front wall of the original dwellinghouse.
- b. The highest part of the part enlarged is no higher than the highest part of the roof of the existing dwelling
- c. The eave height of the part enlarged is no higher than the eave height of the existing dwelling
- d. The exterior materials and brick bonding used must be of a similar appearance to match those in the original dwelling house. Except only for the materials used in constructing a conservatory, due to the substantial glazing; any base brick should match that of the original dwelling.
- e. No part of the proposed building encroaches / overhangs any neighbouring property
- f. Where the original rear wall of a dwelling house is stepped, then each of these walls will form 'the rear wall of the original dwelling house'
- g. No balconies, verandas, or raised platforms are permitted.
- h. The total area of ground covered by buildings within the curtilage of a dwellinghouse (including previous extensions and other buildings) must not be greater than 50% of the total area of the 'curtilage', excluding the ground area of the original dwelling house.
- i. The proposal will not result in an alteration to any part of the roof of the dwellinghouse.
- j. The conditions applied relate to the life time of any alteration.
- k.

Part 1

The criteria listed below for all dwellings that are *not* dwellings converted from Offices / Storage and Distribution Units/ Shops / Amusement arcades / Agricultural units under the Town and Country Planning (General Permitted Development) Order 2015.

3.2 Single Storey side and rear extensions

Under the LDO a single storey side and rear extension can be added to the property subject to the following criteria:

3.2.1 Detached dwellings:

- a. The length of the proposed extension is no more than 8 m from the rear wall of the original property
- b. The width of the proposed single storey side extension cannot be greater than half the width of the original dwelling house plus 1m.

3.2.2 Linked detached/ Semi-detached / Terrace dwellings:

- a. The length of the proposed extension is no more than 6m from the original rear wall of the original property.
- b. The width of the proposed single storey side extension cannot be greater than half the width of the original dwelling plus 1m , and
- c. In the case of an end terrace, the greater value is chosen:
 - i. where the width of the extension is no more than the width of the original dwelling, up to a maximum of 4m; or
 - ii. where the width of the side extension is no greater than half the width of the original dwelling house

3.2.3 Applicable to all single storey extensions:

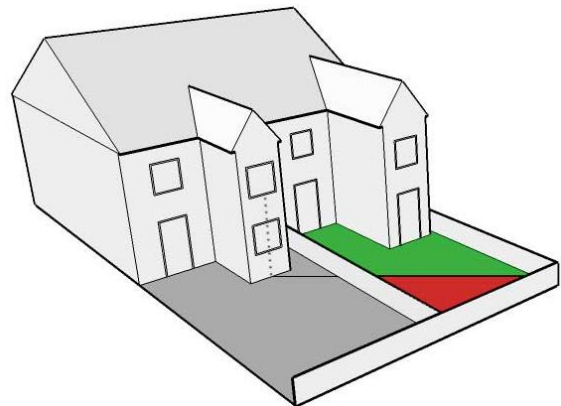
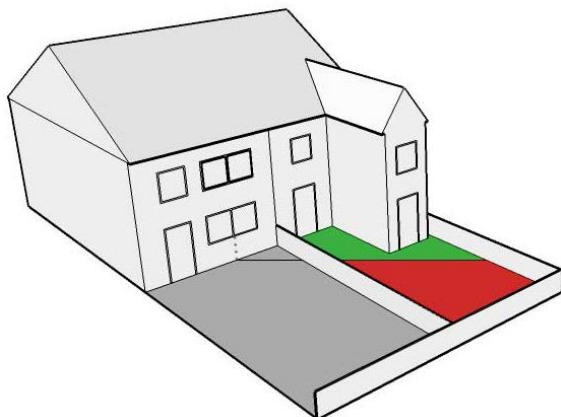
- a. If a side extension extends beyond the original rear elevation of the original dwellinghouse, the proposal must meet the criteria for both side and rear extensions. i.e. it must not project more than 8m (detached dwellings) / 6m (Linked detached/semidetached/terrace dwellings) beyond the rear elevation of the original dwelling house.
- b. If the proposal is within 2m of any boundary it shall not exceed 4m in height, and the eave height shall not exceed 3m. If the extension is above this height two storey extension criteria applies.
- c. If the proposal is more than 2m from any boundary it shall not exceed 4m in height for a flat roof extension and 4.5m in height in any other case.
- d. Any proposed side extension shall not extend beyond a wall which fronts a highway or open space
- e. If the extension would include the alteration, installation or replacement of a microwave antenna (satellite dish) it shall not have a diameter greater than 0.6m and shall not result in more than two antennas being present on the dwellinghouse or within its curtilage.
- f. If the extension would include the installation, alteration or replacement of a chimney, flue or soil and vent pipe it shall not have a height greater than 1m when measured from the highest part of the extension.
- g. The criteria listed in 3.1


3.3 First floor and Two Storey Extensions

3.3.1 Under the LDO a first floor or a two storey extension can be added to the property. A two storey extension can be more detrimental to the amenity of neighbouring properties than a single storey extension; therefore the 45 Degree Code is applicable. This code is calculated by drawing a 45 degree line from the centre point of the neighbours nearest habitable window.

45 Degree Line:

3.3.2 An imaginary line is drawn at a right angle from the nearest window of the neighbouring house that may be affected by the extensions. The window used must be the main source of light to the 'habitable room'. This includes living rooms, bedrooms, kitchens, and conservatories, but does not include rooms such as utility rooms, halls, bathrooms or landings.



 Development allowed in this area (in accordance with LDO Criteria)

 No development in this area

3.3.3 First floor and two storey rear extensions

Development of a first floor rear or a two storey rear extension can be added to the property subject to the following criteria:

- a. The length of the proposed extension shall not exceed more than half the length of the original property.
- b. On any side elevation that is less than 10m from any boundary, no first floor windows, or any velux windows shall be installed less than 1.8m above floor level.
- c. The proposed extension sits within the 45 Degree Code criteria (3.3.2)

3.3.4 First floor and two storey side extensions

Under the LDO a first floor or a two storey side extension can be added to the property, subject to the following criteria:

- a. The length of the proposed extension shall be no wider than half the width of the original property;
- b. The first floor extension shall be set back 0.5m from the front elevation of the original dwellinghouse,
- c. The angle of any pitch roof shall be the same angle as the pitch on the adjoining roof of the original dwelling house.
- d. The ridge height of the proposed extension shall be set down from the ridge height on the adjoining ridge of the original dwellinghouse and the ridge height reduced.
- e. There are no dormer windows in the side elevation roof plain.
- f. Any velux windows on a side elevation within 10m of any boundary installed less than 1.8m above floor level shall be obscurely glazed, and any habitable window shall be top hung only
- g. Any non-habitable room windows formed in the side elevation, within 10m of any boundary shall be permanently fitted with obscure glazing and opening light shall be top hung only.
- h. Any opening window should sit within the boundary of the property and not overhang any boundary
- i. Any proposed side extension shall not extend beyond a wall which fronts a highway or open space; and

3.3.5 Applicable to all first floor and two storey extensions:

- a. If a side extension extends beyond the original rear elevation of the dwellinghouse, the proposal must meet the criteria for both side and rear extensions. i.e. the rear extension must comply with the criteria of the 45 Degree Code in section 3.3.2
- b. The ridge height of the proposed extension shall be no higher than the highest part of the original roof it will be attached to.
- c. The roof pitch of the proposed extension must, so far practicable, be the same as the roof pitch of the original dwelling house.
- d. The proposed eaves height of the extension shall be no higher than the highest part of the original roof it will be attached to.
- e. The proposal shall not be splayed and does not have a contrived design to fall within the zone of permitted development
- f. The extension shall not be within 7m of a boundary which is located opposite the rear wall of the extension.
- g. The criteria listed in 3.1

3.4 Porch Extensions

3.4.1 Under the LDO a porch can be erected to any elevation of the property subject to the following criteria:

- a. The proposal does not fall within 1m of the boundary of the property
- b. The proposal does not exceed 4m² externally
- c. The proposal does not exceed 3m in height

3.5 External Thermal Cladding

3.5.1 Under the LDO thermal cladding can be installed to the external elevations of any residential dwelling subject to the following criteria:

- a. The external appearance of the cladding matches the materials of the existing building or the character of that within the immediate surrounding area.

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Part 2

3.6 Single Storey extensions to dwellings converted under Part 3 of the General Permitted Development Order 2015

The criteria listed below relates to all dwellings that have been converted from Offices / Storage and Distribution Units/ Shops / Amusement arcades / Agricultural units. The General Permitted Development Order 2015 specifically excludes dwellings that have been converted under Part 3 of that Schedule; and therefore these dwellings cannot extend without planning permission. This LDO allows some small scale single storey extensions without the requirement for a planning application.

3.6.1 Single storey side and rear extensions

- a. The length of the proposed extension shall not exceed more than 3m from the rear wall of the original dwelling.
- b. The proposed side extension shall not extend more than 3m beyond the original side wall of the original dwelling
- c. A single storey side extension shall not be linked to an existing or proposed rear extension
- d. The proposed eaves height of the extension shall not exceed 3m in height if the extension is located within 2m of any boundary
- e. The design, form and materials must match the design and form of the original unit. This includes materials, window details, proportions and locations, cills and headers, roof pitch, eave details shall match the the host dwelling.
- f. The proposed extension shall not be substantially glazed; this LDO excludes conservatory extensions.

Part 3

3.7 Installation of a dropped kerb on an unclassified highway within any residential curtilage.

3.7.1 The criteria listed below relates to the creation of a dropped kerb on an unclassified road specifically where it relates to a residential access point. Under the LDO a dropped kerb may be installed subject to the following criteria:

- a. Consent is obtained from the Local Highway Authority under S.184 Highways Act 1980
- b. Visibility splays of the following are provided, unless otherwise agreed by the S184 consent:
 - a. 25m x 2.4m on a 20mph road
 - b. 43m x 2.4m on a 30mph road
 - c. 56m x 2.4m on a 40mph road
 - d. 160m x 2.4 on a 50mph road
 - e. 215m x 2.4 on a 60mph road
- c. The gradient of the associated private driveway or hardstanding is no steeper then 1:12

4. Conditions

The following informatives apply to all extensions permitted under the Householder Extensions LDO.

4.1 Building Regulations

4.1.1 Consent under the Building Regulations is likely to be required in most cases.

4.2 Party Wall Act

4.2.1 The applicant's attention is drawn to the provisions of the Party Wall etc. Act 1996. The approval under the Householder Extensions LDO does not remove the need to comply with the Act where it is applicable.

4.3 Information and amendments

4.3.1 A certificate granted under this order is based on the information submitted with the application. If this information is subsequently found to be incorrect, the proposal would no longer be permitted under the Householder Extensions LDO and any certification given would be null and void. A further certificate would be required, however if the development does not meet the criteria of the LDO a full planning application would then be required to regularise the development.

4.3.2 In the case where a development requires a non-material minor amendment (for example the relocation of a window etc), an amendment can be made to the certificate through the submission of the LDO forms, amended plan and a fee of £30. Anything which is considered greater than this would require a new LDO certificate or a formal planning application where the proposal does not meet this criteria.

4.3.3 The Council will investigate any complaints relating to extensions constructed under the Householder Extensions LDO. The LDO cannot be applied to retrospective development where no LDO certificate has been sought at the outset.

4.4 Consultation

4.4.1 To promote early engagement and consultation between the applicant and neighbours, prior to submitting plans to the Council, the applicant would be required to 'serve notice' on all adjoining neighbours in addition to providing them with copies of detailed drawings of the proposal. As a further compliance monitoring measure submissions under the Householder Extensions LDO would be published in the Council's website.

4.5 Protected Trees:

4.5.1 The Council's separate consent would be required before works on trees the subject of Tree Preservation Order could be carried out. The approval under the Householder Extensions LDO does not override this requirement.

4.6 Drainage and Floodrisk:

4.6.1 The applicant's attention is drawn to the following advice from the Environment Agency:

- a. For extensions within Flood Zones 2 or 3, floor levels should be set no lower than existing levels and flood proofing incorporated where appropriate, or floor levels set 300mm above the 1 in 100 annual probability river flood (1%).
- b. Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws 1981, the prior written consent of the Environment Agency is required for any proposed works or structures in, under, over or within 8 metres of the top of a bank of a main river.

- 4.6.2 After October 2011 any existing sewer serving more than a single property automatically became classified as a public sewer. As a result any pipework running through your site serving a neighbouring property will now be the responsibility of Severn Trent Water. Where there is a Severn Trent Water foul or surface water sewer crossing the site this may need to be diverted at the applicant's expense, or amendments may be necessary to the proposed development so that the sewer can be retained or built over. Unrestricted access must be made available at all times for maintenance and repair. Applicants will be advised to find out if their property is constrained in this manner by contacting Severn Trent Water direct.
- 4.6.3 Where a Telford & Wrekin Council highway drain crosses the site this may need to be diverted at the applicant's expense. Unrestricted access must be made available at all times for maintenance and repair. Applicants will be advised to submit any plans of a diverted highway drain to Telford & Wrekin Council's Drainage team for approval prior to undertaking any works on site.
- 4.6.4 Where there is a Severn Trent Water main crossing the site this may need to be diverted at the applicant's expense, or amendments may be necessary to the proposed development so that the main can be retained. Unrestricted access must be made available at all times for maintenance and repair. Applicants will be advised to find out if their property is constrained in this manner by contacting Severn Trent Water direct.
- 4.6.5 Where a watercourse or other water body is located within the site boundary, any feature should remain in open channel with a minimum offset distance of 3m. Should the proposals require the modification of any ordinary watercourse channel the applicant is advised to contact Telford & Wrekin Council to apply for Ordinary Watercourse Consent.
- 4.6.6 Where soakaway drainage is utilised as part of the design any soakaway structure should be located no less than 5m from any building or property boundary.

4.7 Highway safety:

- 4.7.1 When creating a new access, there should generally be 6 metres of available space for parking between your property and the rear of the public footway
- 4.7.2 The applicant is liable for the cost of the work to any existing street furniture (Street lights, bollards, street nameplates etc) which require repositioning
- 4.7.3 Any associated gates are located 5 metres into the site from the rear of the public highway and are hinged to open only inwards towards the property.
- 4.7.4 If there is any loss of driveway or hardstanding area then the remaining parking levels should generally be in line with those recommended in Appendix E of the Telford & Wrekin Local Plan:

Number of bedrooms per dwelling	No. Parking spaces:		
	Central Areas	Sub Urban Areas	Rural Areas
1	1.3	1.3	1.4
2	1.4	1.6	2.3
3	1.6	2.3	2.6
4	2.4	2.6	4
5	2.5	3.8	4.2

4.8 Land Stability

- 4.8.1 The developer shall be aware of the policies set out in the NPPF with regard to potential land instability. Prior to commencement of the works, the developer should be satisfied that the proposed extension/building is not subject to instability and does not adversely affect the stability of adjacent structures and/or land. This includes the potential influence of (and influence on) mineworkings, mine-entries, slopes (existing and proposed), existing retaining structures, bearing soils & lithology, vegetation, soil chemistry (e.g. Sulphates), existing services and utilities and in the case of an extension, the existing structure.
- 4.8.2 To ensure that the proposals meet the above criteria, the developer should seek advice from a suitably qualified geotechnical Consultant.

4.9 Land contamination

- 4.9.1 Prior to commencement of the works, the developer should be satisfied that the proposed development does not comprise contamination and/or ground gases which can adversely affect but is not limited to:
1. Human Health
 2. Structures (e.g. concrete)
 3. Groundwater / Aquifer
 4. Ecology
- 4.9.2 To ensure that the proposals meet the above criteria, the developer should seek advice from a suitably qualified geo-chemist or geo-environmental Consultant.

4.10 Ecology:

- 4.10.1 There is potential for bats, great crested newts and nesting birds to be found in and around occupied properties and to be affected by works covered by this LDO.

Bats

- 4.10.2 All species of bats in the UK are fully protected. It is against the law to kill or injure a bat, to damage or destroy its resting place or roost. Homeowners may not be aware of the bats which are roosting in their property but the legal responsibility for protecting bats falls upon any individual carrying out works on their home.
- 4.10.3 Bats can roost in houses, even those without loft spaces, and can be negatively affected by works to repair, extend or alter roof structures, eaves, soffits and chimneys. While opportunities for bat roosts are more common in houses built before 1960 even modern dwellings can provide support significant roosts. If you think bats may be present in your house then it is your responsibility to carry out reasonable checks before commencing extension or repair works.
- 4.10.4 Householders can seek guidance relating to the bats from the Natural England and Bat Conservation Trust who operate a roost visitor service. BCT can be contacted on 0345 1300 228 or at: http://www.bats.org.uk/pages/natural_england_roost_visits.html

Great Crested Newts

- 4.10.5 Great crested newts are fully protected and it is against the law to kill or injure a great crested newt or to damage or destroy its resting place including ponds and terrestrial habitat. Great crested newts are widespread in Telford & Wrekin and can be present considerable distances from ponds (up to 500m in some cases).
- 4.10.6 Extension works permitted under this LDO have the potential to impact upon great crested newts which may be present in domestic gardens even when no obvious ponds are present. Great crested newts can become trapped in open pipes and excavations, can

hibernate in loosely stacked building materials and can be killed when garden hedges, compost heaps and ponds are removed.

- 4.10.7 If you think you have found a great crested newt on your site, or you think they may be present, then you should seek advice from an appropriately licensed and experienced ecologist who will be able to help you find a way to proceed with your development without impacting upon great crested newts or breaking the law.

Nesting Wild Birds

- 4.10.8 Nesting wild birds can be present in domestic gardens and within or on domestic properties. The active nests of all wild bird species are protected and an active nest is one being built, containing eggs or chicks or on which fledged chicks still rely.

- 4.10.9 The simplest way to avoid impacting upon nesting birds is to avoid commencing works in the bird nesting season which runs from March and September inclusive. If this is not possible then an inspection for active nests should be undertaken prior to starting works. If all areas cannot be seen to be clear then an experienced ecologist should be employed to conduct a thorough inspection before works commence.

Telford & Wrekin Ecologists

- 4.10.10 If you require further advice relating to protected species please contact Telford & Wrekin Council's Ecology & Green Infrastructure Specialist by calling 01952 384221 or emailing biodiversity@Telford.gov.uk.

5 Definitions

45 degree line measured from centre of window	this means the centre of the total extent of the window, not the nearest 'light/opening part'.
Adjoining neighbours -	any property adjoining any boundary to the property where the house is to be extended, to the side or rear, including any property separated from it by pedestrian-only access.
Article 1(5) land -	this is land within a National Park, the Broads, an area of outstanding natural beauty, an area designated as a conservation area, and land within World Heritage Sites.
Balcony	is a platform with a rail, balustrade or parapet projecting outside an upper storey of a building. A 'Juliet' balcony, where there is no platform and therefore no external access would normally be permitted development and comply with the LDO criteria.
Commencement	
Dwellinghouse	does not include buildings containing one or more flats or a single flat contained within a building. Note, however, that for the purposes of this guidance, the word 'house' or "dwelling" is a 'dwellinghouse'.
Eaves	the part of a roof that meets or overhangs the walls of a building.
Elevation	this is the term used to describe a side of the property on view, eg the front elevation is the side of the house that faces the nearest road.
Existing	means a building as it existed immediately before any proposed permitted development (eg a house extension) is undertaken. The existing house will include previous development to the house, whether undertaken as permitted development or as development resulting from a planning permission from the local authority.
Front or front wall of the dwellinghouse	that elevation which originally contained the front entrance door to the house
Habitable room	lounge/ sitting room, dining room, and kitchen incorporating a dining area, study, bedroom. It does not include hallways, landings, kitchens where no dining area is incorporated, bathrooms, wc and utilities.
Height	references to height (for example, the heights of the eaves on a house extension) is the height measured from ground level. Ground level is the surface of the ground immediately adjacent to the building in question. Where ground level is not uniform (e.g. if the ground is sloping), then the ground level is the highest part of the surface of the ground next to the building. This will be the level of the natural ground and would not include any addition laid on top of the natural ground such as a patio.
House in Multiple Occupation (HMO)	a property that is shared by three or more tenants who are not living together as a family and who share basic amenities such as a kitchen, bathroom or toilet facilities but have separate bedrooms
Linked detached	is where a property is physically linked to another property by a side garage or structure
Locally Listed Building	
Matching materials	Where the structure has differing materials for example brick and render, it should match that of the host elevations; and where there are different windows types – UPVC / Timber / Metal, the frames should match that which there are most of, or form part of a replacement for the whole property.
Original	means a building as it existed on 1 July 1948 where it was built before that date, and as it was built when built after that date.
PD – or permitted development	the extent to which properties may be changed without planning permission.
Principle Elevation	In most cases, the principal elevation will be that part of the house which fronts (directly or at an angle) the main highway serving the house (the main highway will be the one that sets the postcode for the house concerned). It will usually contain the main architectural features such as main bay windows or a porch serving the main entrance to the house. Usually, but not exclusively, the principal elevation will be what is understood to be the front of the house.
Raised platform	is any platform with a height greater than 300 millimetres and will include roof terraces.
Ridge height	Chimneys, firewalls, parapet walls and other protrusions above the main roof ridge line should not be taken into account when considering the ridge height of the original or existing house
Veranda	is a gallery, platform, or balcony, usually roofed and often partly enclosed, extending along the outside of a building at ground level.

6. Area covered by the LDO

6.1 The LDO operates Borough Wide, and is subject to the exclusions listed in para 2.3.

(MAP TO BE INSERTED)

6.2 The Conservation Areas / World Heritage Site and associated exclusion zones are found below:

(MAPs TO BE INSERTED)

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