

Householder Extensions & Alterations – Materials and Windows



Policy and
Environment
Department

Building Elements

Any extension or addition can be spoilt by the poor attention to detail. The individual elements of any building are key to its quality. To be successful it is necessary for the individual elements to be well designed and arranged in a logical way that is consistent with the property's overall appearance. The best residential design of all ages has had invention and even fun.

Building Elements

Those that require careful consideration include:

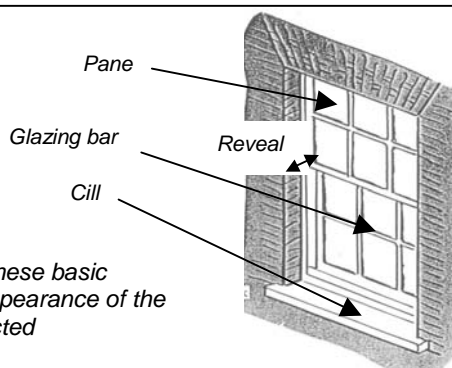
- Windows
- Doors
- Porches
- Roof Structures
- Garage Doors
- Flashing
- Guttering, pipes & rainwater details
- Lighting – security lights etc
- Balconies

It is vital not only to view these elements in isolation, but also how they come together to form the whole appearance. In particular care needs to be taken with the "joins" between the elements.

Windows

Many buildings, particularly Victorian ones, have windows set back with the reveal exposed.

It is important to follow these basic details, otherwise the appearance of the streetscene can be affected



Components of a window

Windows are one of the basic building elements of any property and extension. It is therefore important to reflect this in any alteration to your property. It may also be an opportunity to correct any inappropriate past window alterations.

- A property's windows should echo those which predominate in a street of similar building styles e.g. one would expect a Victorian terrace to have similar style Victorian windows.
- Window design, proportion and size should echo the design of the property e.g. Victorian style windows in a Victorian property.
- Traditional windows should have a vertical emphasis in their proportion and subdivision.
- Casement windows should have casements in each opening to look balanced.
- Extra care is needed for Conservation Areas and Listed Buildings, both in terms of traditional design and natural materials. The Council intends to publish a leaflet on traditional windows.

Examples within a Streetscene

Windows should be of equal proportion and balance.

Glazing bars in the wrong place X ✓

Ventlights should be avoided because they cause imbalance.

Glazing bars needed X ✓

Glazing bars are an important component of a window's appearance. If they are not provided or not in the appropriate position, windows will look out of place in the streetscene.
Note: plastic or metal insert strips may not provide as good an appearance as timber.

Illustrations of Proportion and Shape

Off-balance and unequal

No Casement Casement

X

Windows are of equal proportions and balance, with casements in each opening

✓

Continued over...

Extract
adapted from
SPG
Householder
Extensions &
Alterations

March 2004

Materials

These are crucial to the appearance of your extension and locally distinctive materials are an important part of the environment. New materials, apart from when taking a contemporary approach, that are unrelated to your house or the locality should be avoided. In Conservation Areas and the grounds of Listed Buildings the use of traditional and natural materials will be expected, such as hand made clay tiles and painted timber windows.



Roofs

- Surrey and the Borough are characterised by slate or plain and hand made tiles which are therefore the most suitable to use.
- The use of new large concrete tiles and pantiles are not appropriate, unless they match the existing ones on the property.
- Use the right size of material i.e. small tiles on small roofs. For example on porches, single storey extensions and garages.
- Because of the effects of weathering even using the same roof tile is not likely to match to the ones on the existing roof. It may require the complete re-roofing of the property.
- To match existing tiles use the ones from the rear of the existing roof on the extension's front roof and have new ones on the rear.



Bricks – Try to match the following to the existing materials / design of your property:

- Brickwork– The type of brick or external finish e.g. render.
- Mortar – The bedding material for bricks.
- Bond –The pattern / detailing of the brickwork.

Timber – Traditionally external joinery in this area have been of white painted timber. The Council encourages the use of FSC certification or UK grown timber.

This is one of a series of leaflets that are all based on extracts from the Supplementary Planning Guidance ***Householder Extensions & Alterations***.

Other leaflets available are:

- Green Design and Lifetime Homes
- Porches and Canopies
- Single Storey Rear Extensions
- Single Storey Side Extensions
- Two Storey Side Extensions
- Garages and Outbuildings
- Roof Alterations - Dormers
- Common Questions
- Before and During Building Work

Other information which may be relevant to making a planning application:

- General Advice & How to Apply
- Design Statements
- I've submitted a planning application. What happens now?
- Involving the community
- Appealing against planning decisions
- Supplementary Planning Guidance publications including 'Local Distinctiveness'. For a full list please look at www.reigate-banstead.gov.uk or telephone the Council on 01737 276000

Remember, you may need to seek further specialist advice if you are in a special designation area, such as a Conservation area, or if the property is listed