PLANNING SERVICES

HOUSEHOLDERS GUIDE TO DORMER AND OTHER ROOF EXTENSIONS

INTRODUCTION

This aim of this leaflet is to provide help and advice on designing dormer and other roof extensions. It should be read in conjunction with the Kirklees Unitary Development Plan (UDP) which will be used to decide your application. The most relevant UDP policies are also included in this leaflet. You are also advised to read the council's supplementary planning guidance entitled 'Design guidance for local distinctiveness: erection of domestic extensions and dormers' which is available from Planning Services.

Before making a planning application you need to decide if you need planning permission. However, if the building is not listed and roof lights are used instead of dormer windows planning permission will not usually be needed to convert loft space into liveable accommodation.

More information is available in the booklet '**Planning: a guide for householders'** which is free from the Department for Communities and Local Gernment (DCLG) at the following address:

DCLG Free Literature
PO Box No 236
Wetherby
LS23 7NB

It can also be downloaded from the DCLG website (**www.communities.gov.uk**). Alternatively you can complete our **online self assessment** and we will tell you if you require planning permission.

If planning permission is needed a planning application must be made to Kirklees Council. Before you do this please discuss the proposal with your neighbours and try to revise it to take account of their comments.

A separate leaflet **'How we deal with planning applications'** describes the planning application process and can be obtained from Planning Services.

GENERAL GUIDANCE

The roof of a building is an important element of its design. Unsympathetic extensions can have a dramatic effect upon the visual appearance of a building and its setting. Keeping this in mind roof alterations should be relatively minor and sympathetic to the original design of the building.

If the property is a listed building or within a conservation area special care is needed when altering the roof. Please contact the Planning Service for advice.

ROOF LIGHTS

Where the use of roof space is desired sloping roof lights are usually cheaper to install and have less of a visual impact than dormer windows. They should be set flush with the existing roof tiles to minimise their impact further.

DORMER WINDOWS

Where roof lights are not practical a dormer window may be an acceptable alternative but these can have a significant effect upon the visual appearance of the property and surrounding area. In some cases they can also increase the amount of overlooking of neighbours properties, especially in the case of bungalows where new loft dormers overlook previously private areas. The council are unlikely to support any application which would compromise the privacy of neighbours. The visual impact of a dormer window will usually be most significant on the front or main elevation of the property.

UDP POLICIES

GENERAL CONSIDERATIONS

POLICY D2:

Planning permission for the development (including change of use) of land and buildings without notation on the proposals map, and not subject to specific in the plan, will be granted provided that proposals do not prejudice:

- **I. the implementation of proposals in the plan;**
- **II. the avoidance of over-development;**
- **III. the conservation of energy;**
- **IV. highway safety;**
- **V. residential amenity;**
- **VI. visual amenity;**
- **VII. the character of the surroundings;**
- **VIII. wildlife interests; and**
- **IX. the efficient operation of existing and planned infrastructure.**

POLICY BE1:

All development should be of good quality design such that it contributes to a built environment which:

- **I. creates or retains a sense of local identity;**
- **II. is visually attractive;**
- **III. promotes safety, including crime prevention and reduction of hazards to highway users;**
- **IV. promotes a healthy environment, including space and landscaping about buildings and avoidance of exposure to excessive noise or pollution;**
- **V. is energy efficient in terms of building design and orientation and conducive to energy efficient modes of travel, in particular walking, cycling and use of public transport.**

To minimise the visual impact, the following points should be considered:

- The dormer should not dominate the existing roof. It is recommended that the top of the dormer be set below the ridge of the existing building, the bottom of the dormer be set above the gutter line, the dormer be placed centrally and not take up more than 50% of the original roof.
- The design of the dormer is important. Whilst flat roof dormers may be acceptable in some locations pitched roof dormers are usually preferable and need less maintenance.
- The materials used should harmonise with the existing ones. The roof, cheeks and frontage of the dormer should have tiles which match those already there. Large areas of PVCu can look out of place on some buildings, especially those which are traditional in character.
- The characteristic features of the roof such as chimneys and ridge tiles should be kept.

Inappropriate style of dormer extension surrounded by more appropriate dormers.

DESIGN AND MATERIALS

POLICY BE13:

Extensions to dwellings should respect the design features of the existing house and adjacent buildings, including:

I. materials of construction;
II. window openings;
III. roof styles; and
IV. architectural detailing.

Extensions to dwellings in conservation areas, or dwellings which are listed as being of architectural or historic interest should, where the proposals already comply with policy BE3 or BE5, be designed so that the intrinsic value of the host building and its surroundings is retained and the original building remains the dominant element.

POLICY BE15:

Dormer extensions to the front or main elevations of dwelling will normally be permitted provided that:

I. the original roof form and covering remains the predominant feature;
II. the extension does not exceed more than 50% of the width of the original roof, and is centrally placed;
III. when measured in the vertical plane a distance of 1.0m approximately is achieved between the gutter line of the dwelling and the base of the front wall of the dormer and 0.5m approximately is achieved between the ridge of the dwelling and the junction of the dormer; and
IV. the extension does not project above the ridge of the dwelling or (in the case of a hipped roof) beyond the slope of each change in roof direction, unless the roof is redesigned to eliminate any resultant 'box' effect.