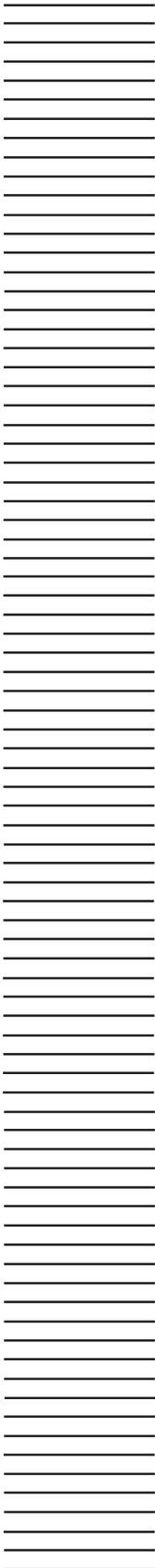


Supplementary Planning
Guidance (SPG)

**DORMER
WINDOWS**



BACKGROUND

Since the adoption of a report in 1977 by the former Kyle and Carrick District Council (Planning Policy Report No.7) South Ayrshire Council has sought to control the size, style and position of dormer windows. As a result, a very obvious and welcome improvement in the design of dormer extensions in the Council area has generally become noticeable.

Whilst each planning application is determined on its own merits, this updated Supplementary Planning Guidance will be used by South Ayrshire Council to aid the consistent determination of future applications relating to dormer windows and is in addition to the general criteria outlined in Design Panel Two which relates to Policy BE5 of the South Ayrshire Local Plan adopted in 2007 (see attached panel extract Appendix 2)

The appearance of dormer windows can significantly affect the visual amenity and architectural integrity of a building and / or area.

The natural inclination of many householders is to concentrate on internal accommodation and layout, often not giving enough consideration to the external appearance of the building and / or streetscene.

It is the purpose of this policy guidance to assist all those wishing to alter or form a dormer extension to reach a scheme which is likely to be favourably considered by the planning authority.

The desire of people to extend their properties will be taken into consideration and assessed against the location, design, scale and general appearance of the dormer window, together with the nature of the scale and appearance of the individual property.

APPLICATIONS

As part of the planning and / or listed building application a sectional drawing of the dormer should be submitted, clearly showing the relationship of the proposed dormer to the roof.

Applications for properties which are either listed buildings and/or located within conservation areas will be given careful consideration. Original dormers should be repaired wherever possible, rather than replaced.

All such applications for listed buildings and / or within conservation areas will be assessed against Historic Scotland's Scottish Historic Environment Policy (October 2008) which on windows states (paragraph 3.49) that "where a proposal protects or enhances the special interest of a building, for example through the like for like replacement of a window which is beyond repair or the reinstatement of important detailing, consent should normally be granted."

Further best practise advice is provided within "*Memorandum of Guidance on Listed Buildings and Conservation Areas*" (1998).

The advice given in paragraph 1.5.18 is that :

Original dormers should always be retained and repaired, and any application to remove or to replace them with large modern dormers should be most firmly resisted. Dormers which are not original and which are in any

way inappropriate to the building should, however, be removed wherever possible and replaced, if necessary, in a form which is historically correct both in scale and detail."

Further guidance is given from Historic Scotland on the location and design of dormers :

"The construction of additional dormers which match the originals in all respects may be acceptable, but care must be taken in such instances to ensure that the new dormers will not make the roof seem crowded, ill-balanced or top heavy. It is invariably better to put any new dormers on the rear of the roof rather than upset the original concept of the front elevation. Box dormers should not be permitted nor should the practice of linking dormers together with vertical or inclined panels."

There are a variety of dormer styles, and it is important that the design, detailing and scale of proposed new and replacement dormers are appropriate to the building.

The design of the dormer extension should complement the existing dwellinghouse and neither change the character of the existing building nor alter the original profile.

This SPG is in addition to the approved SPG on Velux Roof Lights and to the approved SPG on Replacement Windows in Listed Buildings and Conservation Areas.

POLICIES

The following policies are categorised mainly by building type and all planning / listed building applications will be assessed against the following policies :

Category 'A' Listed Buildings

- I Applications for such buildings will be carefully assessed on their individual merits due to their national importance.
- I The Council will encourage the use of appropriate rooflights, for example conservation rooflights, rather than the use of dormer extensions. Where dormers are part of the vernacular character of the building, dormer extensions may be considered acceptable subject to location, design and materials being architecturally and historically accurate and appropriate.

Buildings within Conservation Areas and Category 'B' and 'C'(s) Listed Buildings

The following policies apply to properties which fall into the above categories. Each application will be determined on its own merits, and the particular quality and vernacular character of the building will be carefully assessed.

- I Dormers should be kept as small as possible with particular regard to height. Large areas of cladding on the front should be avoided. They should be set away from gables, hips and down from the roof ridge in order that the roofline is retained unaltered. As a guideline dormers should be set-back no more than one third from the eaves. The dormer should not project above the ridge of the roof at any time.
- I Dormer windows should generally be located to the rear of the building outwith general public view.

- I Dormers should have traditional appearance normally with a hipped or gabled roof and reflect the character of the building and / or area. They should be placed so as to form a definite relationship with the main features and the building's facade and should normally line through and be symmetrical with other windows and doors on the building.
- I The windows themselves should be kept simple. However, in some instances the use of astragals to reflect the style of existing windows would be considered appropriate. False astragals between panes of glass should be avoided.
- I In all circumstances windows should reflect the style and proportion of existing windows and notwithstanding the desired internal layout, the windows should be positioned at the dormer extremities.
- I Dormers should be clad to reflect the roof finish of the dwellinghouse in terms of material, colour, texture and size.
- I The use of small traditional flush fitted rooflights will be encouraged in place of dormers.

All Other Properties

Some properties, small bungalows in particular, are rarely large enough to provide extra accommodation satisfactorily by way of dormers and in many cases, the roof pitch is too shallow to allow a dormer extension to be built. However, should it prove possible to locate additional accommodation in the roof space, the design of the dormer should be carefully considered in order to complement the existing dwelling and it should neither materially change the character of the original building nor alter the original profile.

- I Large areas of cladding on the front should be avoided and dormers should be set away from the gables, hips and down from the roof ridge in order that the roofline might be retained unaltered. The dormer should not project above the ridge of the roof.
- I Dormers should generally be located to the rear of the building outwith general public view.
- I Dormers should be so placed as to form a definite relationship with the main features in the building's facade and should normally line through and be symmetrical with other windows and doors.
- I Windows forming part of the dormer should reflect the style and proportion of existing windows and notwithstanding the desired internal layout, the windows should be positioned at the dormer extremities.
- I Dormers should be clad to reflect the roof finish of the dwellinghouse in terms of materials, colour, texture and size.

Semi-detached and Terraced Properties

In addition to the above guidelines the following criteria relates specifically to semi-detached and terraced properties :

- I Where dormers exist in adjoining properties new dormers should generally match.
- I Where there are existing box dormers to the rear, consideration will be given to a similar style. This will only be permitted if the symmetry of the building is restored and the design and scale of any existing dormer on the adjoining dwellinghouse is not excessive.
- I Dormer windows on adjacent semi-detached and terraced properties should be sited at least one metre from the boundary of the attached dwellinghouse(s).

General Guidance Relating to all Properties and Buildings

The following guidance, in addition to the above criteria, relate to all areas and properties

- I Where roofs of low pitch are involved it is most important to ensure that the dormer window height is kept to a minimum.
- I Continuous box dormers (i.e. two or more rooms linked) will not generally be permitted, especially on front elevations.
- I Dormer extensions greater in size than that which the Council regard as being necessary will be considered in the context of the property's scale, appearance and design and the streetscape in general.
- I Dormers on side elevations will be carefully assessed essentially on two grounds.
 1. The design and scale of the dormer in relation to the building.
 2. The amenity considerations if the dormer would result in any overlooking problems with adjacent properties. Side dormers, which result in an overlooking problem, may be considered favourably if they accommodate bathrooms or stair / hall areas, rather than 'living' accommodation, and have opaque glazing.
- I The relationship between existing and proposed neighbouring windows will be carefully assessed. The Council will seek to ensure that an 18 metre window to window distance is maintained, essentially between windows of living accommodation. Also, 9 metres between window and neighbouring gardens will be the normal minimal standard, however the character of an area will be taken into consideration.
- I Where the property is a traditional building a dormer extension may not be the most appropriate method of extending. A ground floor extension and / or flush-fitted rooflights should be considered as an alternative.

DORMER WINDOWS

- I Timber clad dormers are not normally considered acceptable especially on more traditional properties. Their use could be justified where the design is being constructed to match a neighbouring frontage on a semi-detached or terraced property.
- I The hipped roof bungalow is an example of a house type that does not easily adapt to dormer extension. Extending the roof, but retaining the profile of a single dormer window, may sometimes prove acceptable but a long dormer that cuts the hip is unlikely to be favourably considered. In a situation such as this a more acceptable solution would be for the roof to be extended to form a straight gable or half-hip.
- I Traditional styled wall-head dormers and long slope 'cat slide' type dormers may be considered appropriate in certain circumstances.

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Updated November 2008

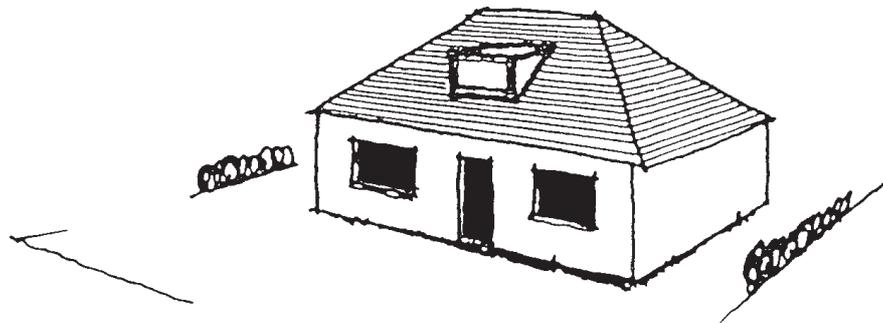
**FURTHER
INFORMATION**

APPENDIX 1

The following sketches illustrate the policy guidelines :



Unsympathetic pre-1975 Dormer Windows

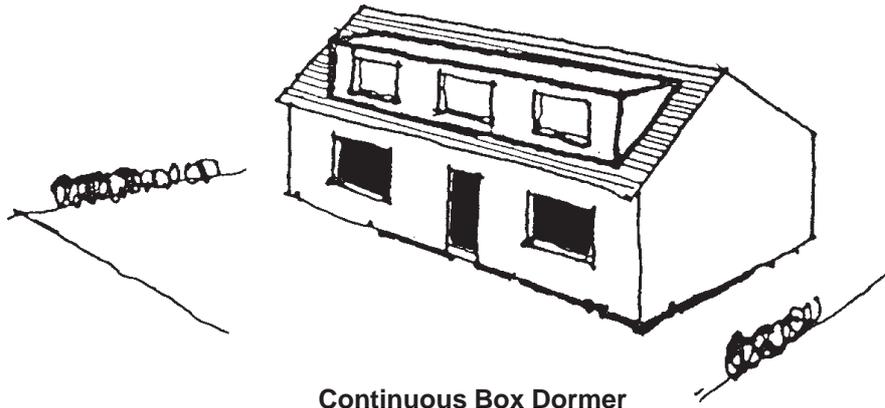


Front Dormer

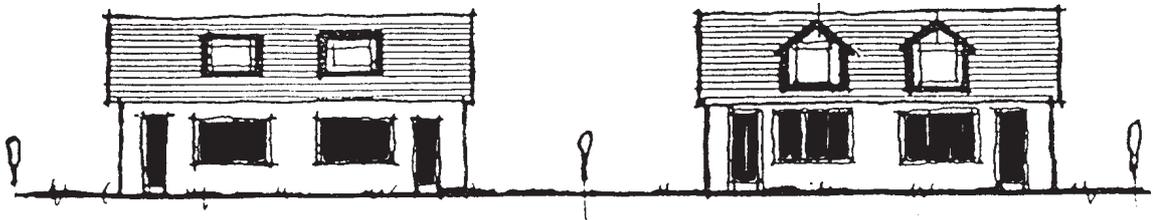


Possible Rear Box Dormer

DORMER WINDOWS



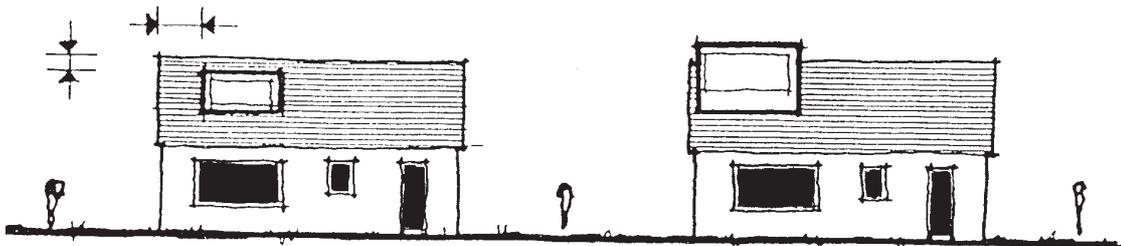
Continuous Box Dormer



Matching Dormers



Not Over Fancy Windows

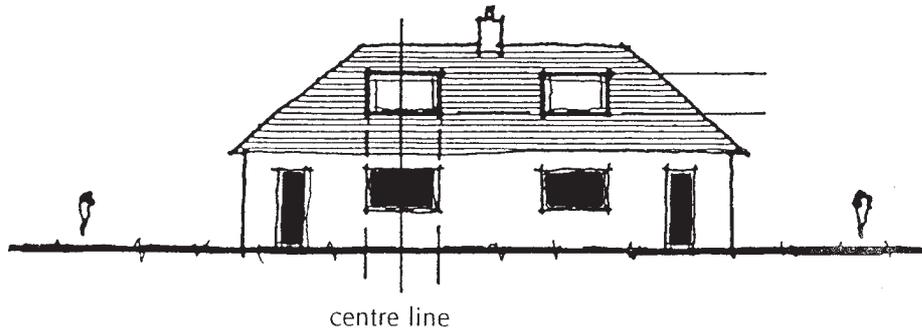


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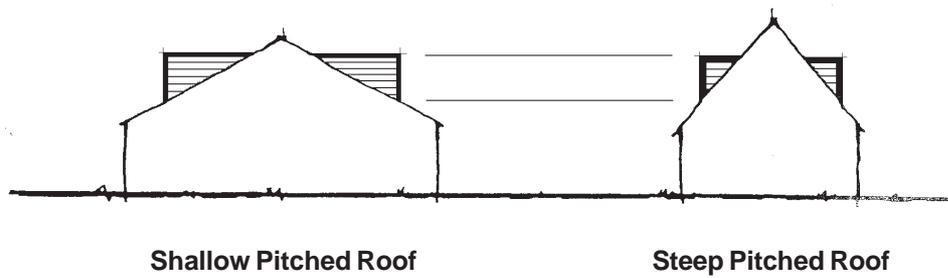
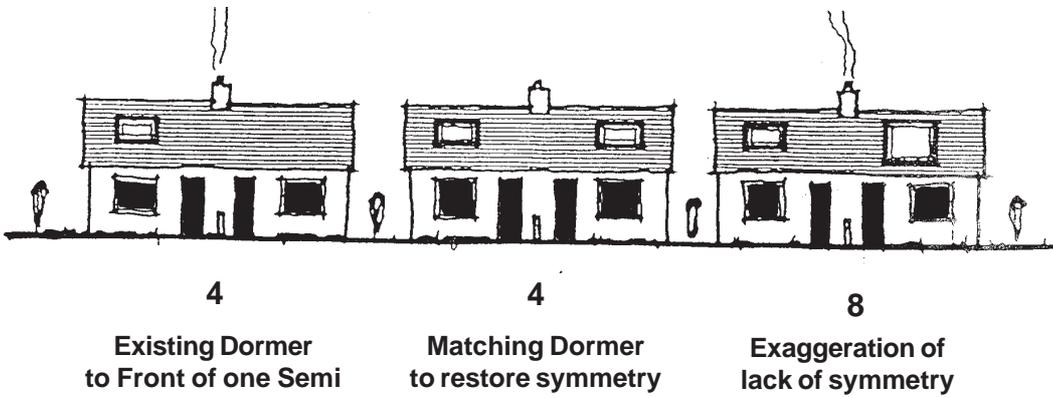
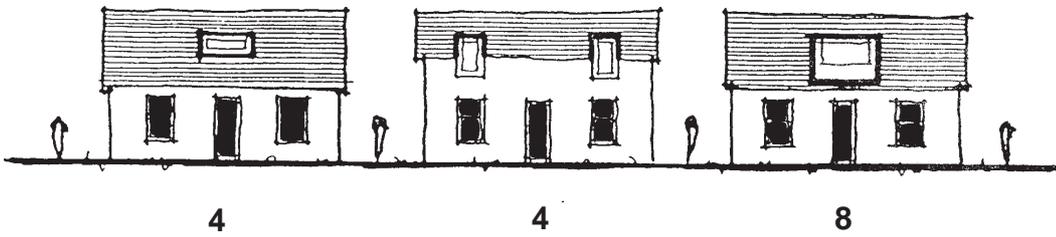
In From Gable
Down From Ridge

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On Gable
Above Ridge



Windows line through vertically and horizontally



APPENDIX 2

DESIGN PANEL TWO

Criteria for Development in Conservation Areas relevant to Dormer Windows

General

- Applications for development within conservation areas will be expected to include detailed plans, sections and elevations of the existing building(s) and any proposed alterations. Details of materials proposed for use, external finishing materials, landscaping, (where appropriate) and the relationship of the proposed development within the overall townscape will also be expected.

Building Materials

- Within conservation areas, building materials used will be expected to comprise natural stone, wet dash harling or lime washed smooth render. Windows and doors will be required to be proportioned sympathetically to adjacent properties, and roofs will be required to be finished in natural slate or acceptable slate substitute.

Dormer Windows

- The design of dormer extensions should complement the existing property and neither change its character nor alter the original profile. They should be kept as small as possible, set away from gables, hips, and below the roof ridge. They should have a traditional appearance, normally with hipped or gabled roof. Windows should reflect the style and proportion of existing windows and be positioned so as to form a definite relationship with the main facade of the building. It is the preference of the Council that dormers should generally be restricted to rear or secondary frontages. Additional detailed guidance is given in the Council's Dormer Window Policy Guide.