



# **Newark & Sherwood Local Development Framework**

## **Householder Development Supplementary Planning Document**

**Adopted November 2014**

## DOCUMENT PASSPORT

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**Title:** Newark & Sherwood Householder Development Supplementary Planning Document.

**Status:** Adopted Supplementary Planning Document (SPD).

**Summary:** This SPD sets out the District Council's policy and design guidance for householder development.

As an SPD the document provides further guidance on policies within the District Council's adopted Core Strategy and Allocations and Development Management DPDs but does not develop new ones. This SPD is part of the Local Development Framework and will be a material consideration in the determination of planning applications.

**Date of**

**Adoption:** 12<sup>th</sup> November 2014

**Adopted By:** Economic Development Committee:

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**Consultation Summary:** The consultation sought views from neighbouring authorities, developers, Town and Parish Councils, Parish meetings and other stakeholders between the 28<sup>th</sup> July 2014 and the 22<sup>nd</sup> September 2014. Following consideration of representations received the Council revised the document and submitted the final version to the Council's Economic Development Committee on the 12<sup>th</sup> November 2014 for adoption.

**Availability of Document:** Copies of this document, the accompanying Scoping Reports for the Equalities Impact Assessment (EqIA) and Sustainability Appraisal (SA) are deposited at Kelham Hall (open between 8.45 a.m. and 5.15 p.m. Monday to Thursday and 8.45 a.m. to 4.45 p.m. on Friday) and on the Councils website: <http://www.newark-sherwooddc.gov.uk/spds> . In addition paper copies of the SPD are available to view at local libraries in the District.

If you have any questions please contact the Councils Planning Policy Business Unit on 01636 650000 or [planningpolicy@nsdc.info](mailto:planningpolicy@nsdc.info)

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## **1.0 Introduction**

- 1.1 As a Supplementary Planning Document (SPD) this document provides further detail on how policies within the development plan will be interpreted and applied for householder development proposals. The SPD forms part of the Newark & Sherwood Local Development Framework (LDF) and will be a material consideration in the determination of planning applications for householder development in the District. This SPD should be read alongside other LDF documents, in particular the Core Strategy and Allocations & Development Management Development Plan Documents.
- 1.2 The SPD is intended to guide the determination of these proposals by Officers and Members and to support applicants in bringing forward high quality schemes. The purpose is not to restrict contemporary design or innovative solutions, but to ensure that the District continues to have a high quality and well-designed housing stock which is appropriate to its location and that maintains good standards of amenity for existing and future occupants of host and neighbouring properties.

## **2.0 Policy Context**

### **National Planning Policy**

- 2.1 The National Planning Policy Framework (NPPF) includes a range of guidance relevant to householder development, with this being supplemented through the publishing of the Planning Practice Guidance (PPG). In terms of decision making the presumption in favour of sustainable development carried within national policy is of particular importance. with this presumption meaning the approval of development that accords with the development plan without delay.
- 2.2 Planning as a creative exercise to; find ways of enhancing and improving the places in which people live their lives, secure high quality design and a good standard of amenity for existing and future occupants of land and buildings, take account of the different roles and character of different areas, promote the vitality of main urban areas and protect the Green Belts around them, recognise the intrinsic character and beauty of the countryside and to conserve heritage assets in a manner appropriate to their significance is a principle that runs throughout national policy.
- 2.3 The following areas within the NPPF are considered of relevance to householder development; though dependent upon site circumstances and the nature of the proposal other aspects may also apply.

### **Design**

- 2.4 Great importance is attached to the design of the built environment with good design being a key aspect of sustainable development and indivisible from good planning. The NPPF emphasises that particular architectural styles and tastes should not be imposed through decision making and that innovation and originality should not be stifled. It is though crucial that design which promotes or reinforces local distinctiveness is pursued and that development is able to be integrated into the natural, built and historic environment.
- 2.5 In determining applications great weight should be given to outstanding or innovative designs which help raise the standard of design within an area, whilst permission should be refused for

development of a poor design that fails to take the opportunities to improve the character and quality of an area or the way that it functions.

#### **Historic Environment**

- 2.6 Heritage assets (such as Listed Buildings and Conservation Areas) should be recognised as an irreplaceable resource. Their conservation in a manner which is appropriate to their significance is therefore of great importance.

#### **Green Belt**

- 2.8 The fundamental aim of the Green Belt is to prevent to prevent urban sprawl by keeping land permanently open, with the essential characteristics of the designation being its openness and permanence. The designation therefore seeks to check the unrestricted sprawl of large built-up areas, prevent the merging of neighbouring towns and to assist in the safeguarding of the countryside from encroachment.
- 2.10 The extension or alteration of a building, provided that it does not result in disproportionate additions over and above the size of the original building, is identified as an appropriate form of development within the Green Belt.

#### **Countryside**

- 2.11 The recognition of the intrinsic character and beauty of the countryside is a core principle to national policy and the requirement for Local Plans to include strategic policies that provide for the conservation and enhancement of the natural environment is carried. To help implement these strategic policies the preparation of a Landscape Character Assessment is advised.

#### **Flood Risk**

- 2.12 The importance of addressing flood risk is highlighted as a core principle within national planning policy with it being highlighted that inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at highest risk, but where development is necessary, making it safe without increasing flood risk elsewhere.

#### **Biodiversity & Ecology**

- 2.13 Biodiversity and ecology are recognised within national planning policy in the objective that the planning system should contribute to and enhance the natural and local environment by, recognising the wider benefits of ecosystem services, minimising impacts on biodiversity and providing net gains in biodiversity where possible.
- 2.14 To view further information from the National Planning Policy Framework and its accompanying Planning Practice Guidance please follow the link below.

<http://planningguidance.planningportal.gov.uk/>

## **Development Plan**

### **Core Strategy Development Plan Document**

- 2.15 The Newark & Sherwood Core Strategy Development Plan Document (DPD) was adopted in March 2011 and sets out the District Council's spatial policy framework for delivering development and change over the plan period (2006 – 2026). Important the DPD provides a range of policies against which householder development proposals will be assessed.
- 2.16 Core Policy 9 'Sustainable Design' is of particular importance with **all** householder development proposals being expected to demonstrate a high standard of sustainable design that contributes towards and sustains the rich local distinctiveness of the District.
- 2.17 In addition to Core Policy 9 there are a range of other policies within the Core Strategy which may also apply according to the nature of a proposal and site circumstances. Most commonly this will include:
- Spatial Policy 4B 'Green Belt Development' for proposals within the Green Belt;
  - Spatial Policy 7 'Sustainable Transport' in respect of the potential highway impact of a proposal;
  - Core Policy 10 'Climate Change' in terms of the consideration of flood risk;
  - Core Policy 12 'Biodiversity and Green Infrastructure' in cases where a proposal affects an ecological designation such as a Site of Special Scientific Interest etc;
  - Core Policy 13 'Landscape Character' to consider the impact of a proposal on landscape character or the surrounding countryside; and
  - Core Policy 14 'Historic Environment' where a proposal concerns or has the potential to affect a heritage asset (such as a Listed Building or Conservation Area).
- 2.18 Further detail can be found in the Core Strategy DPD available to view through the link below.

<http://www.newark-sherwooddc.gov.uk/corestrategy/>

### **Allocations & Development Management Development Plan Document**

- 2.19 The Newark & Sherwood Allocations & Development Management DPD was adopted in July 2013 and builds on the spatial strategy provided by the Core Strategy to make a series of land allocations for new housing, employment and other development in the main settlements of the District. In terms of householder development proposals the DPD also sets out a suite of Development Management policies to guide the consideration of planning applications.
- 2.20 Policy DM6 'Householder Development' provides the basis against which **all** such development proposals will be considered. This Householder Development SPD therefore principally provides further guidance to aid the implementation of this policy. Support is provided through the policy

for the alteration and extension of dwellings and erection or conversion of curtilage buildings subject to the satisfaction of a set of criteria.

### **Policy DM6**

#### **Householder Development**

Planning permission will be granted for the alteration and extension of dwellings, erection and conversion of curtilage buildings, including the formation of annexes and means of enclosure providing that:

1. Provision of safe and inclusive access and parking provision can be achieved and there is no adverse impact on the highway network as a result of the proposal;
2. There is no adverse impact on the amenities of neighbouring users including loss of privacy, light and overbearing impact;
3. The layout of development within the site and separation distances from neighbouring development are sufficient to ensure that neither suffers from an unacceptable reduction in amenity by virtue of overlooking and loss of privacy or overbearing impacts;
4. The host dwelling retains a reasonable amount of amenity space relative to its size;
5. The proposal respects the design, materials and detailing of the host dwelling; and
6. The proposal respects the character of the surrounding area including its local distinctiveness, the significance and setting of any heritage assets, landscape character and the open character of the surrounding countryside.

The methods by which these criteria will be assessed will be set out in a Supplementary Planning Document.

- 2.21 Policy DM12 reflects the presumption in favour of sustainable development established within the NPPF Policy DM12 and details the approach the District Council will take in considering **all** development proposals. Whilst Policy DM5 'Design' builds on the framework provided by Core Policy 9 and sets out more detailed criteria concerning the design of new development as well as on the issues of flood risk and water management.
- 2.22 As with the Core Strategy other Development Management policies may also apply dependent upon the nature of the proposal and site circumstances. For instance:

- Policy DM7 ‘Biodiversity and Green Infrastructure’, taking its lead from Core Policy 12 in the Core Strategy, details policy requirements over biodiversity and green infrastructure;
- Policy DM8 ‘Development in the Open Countryside’ provides the basis for the control of development away from the main built-up areas of settlements in the countryside; and
- Policy DM9 ‘Protecting and Enhancing the Historic Environment’ would be applicable to proposals concerning or affecting heritage assets and seeks to provide for their continued preservation and enhancement;

2.23 Further detail can be found in the Allocations & Development Management DPD, to view the document please follow the link below.

<http://www.newark-sherwooddc.gov.uk/adm>

#### **Supplementary Planning Documents**

2.24 A range of other SPDs have also been produced to assist with the implementation of development plan policies. Dependent upon the nature of the proposal and site circumstances some these SPDs may also provide guidance relevant to householder development proposals. This would include the:

- Conversion of Traditional Rural Buildings SPD (currently under consultation – please see <http://www.newark-sherwooddc.gov.uk/ldfconsult> for further information); and
- Landscape Character Assessment SPD.

2.25 Further detail can be found on the Supplementary Planning Documents webpage through the link below.

<http://www.newark-sherwooddc.gov.uk/spds>

#### **Neighbourhood Plans**

2.26 Under the terms of the Localism Act, communities can now choose to produce a neighbourhood plan, containing policies to help shape and deliver new development in their areas. At the time of writing a number of communities in the District have expressed an interest in progressing a Neighbourhood Plan. Neighbourhood Areas, the first stage in this process, have been defined for Southwell, Farnsfield and Kings Clipstone. Applicants should be aware that as Neighbourhood Plans come into force they may include content which is relevant to householder development proposals. Further details on Neighbourhood Planning can be found through the link below.

<http://www.newark-sherwooddc.gov.uk/planningpolicy/>



### **3.0 Do I Need Planning Permission?**

- 3.1 The carrying out of 'development' which would include the building of a garage or extension or the laying of hardsurfacing etc will require a form of planning permission. This could either be through what is called an 'express' permission which the District Council grants in response to the receipt of a planning application. Or alternatively it could be through a 'deemed' permission which has been granted by Parliament through the Town and Country Planning (General Permitted Development) Order 1995 (as amended) – available to view through the link below.

<http://www.planningportal.gov.uk/permission/responsibilities/planningpermission/permitted>

- 3.2 Deemed planning permissions are often referred to as 'permitted development rights' which allow householders to carry out minor alterations and extensions without the need to seek formal planning permission from the District Council. However these permitted development rights are subject to a number of conditions and limitations which **must** be satisfied in order for development to benefit from being permitted development. If the proposal is unable to meet these criteria then a planning application will be required. The Department for Communities and Local Government has produced the Permitted Development for Householders Technical Guidance which provides further detail on the types and extents of domestic alterations covered by permitted development rights. This Technical Guidance can be viewed through the Planning Portal (link below).

<http://www.planningportal.gov.uk/>

- 3.3 It is **important** that applicants are aware that in some cases permitted development rights may have been removed through the attachment of a Condition to a previous planning permission, legal agreement or through the making of an Article 4 Direction. Additional restrictions to permitted development rights also apply, in the case of Newark & Sherwood, to Listed Buildings and Conservation Areas. In such cases a formal planning application and / or Listed Building Consent may be required. The onus is therefore on the applicant to ensure that permitted development rights have not been removed or that restrictions apply before carrying out work.

- 3.4 Where a proposal is covered by permitted development rights, and the householder has chosen to not seek express planning permission, then the SPD should be used as a good practice guide to help achieve high quality design and standards of amenity.

#### **Prior Notification of a Proposed Larger Home Extension**

- 3.5 For a period of three years between 30th May 2013 and 30th May 2016 the size of single-storey rear extensions to which permitted development rights apply has been increased (from four to eight metres for a detached house and from three to six metres for all other houses). In order to benefit from prior approval changes an applicant will need to do the following:

Notify the District Council before starting works and provide the following information:

- Written description of the proposed development that includes:
  - how far the enlarged part of the dwellinghouse extends beyond the original dwellinghouse;

- The maximum height of the enlarged part of the dwellinghouse; and
- The height of the eaves of the enlarged part of the dwellinghouse
- A plan indicating the site and showing the proposed development;
- The addresses of any adjoining premises;
- The developer's contact address; and
- The developer's email address if the developer is content to receive communications electronically.

3.6 The District Council will consult the immediately adjoining premises and ask them whether they object to the proposals. They will have 21 days in which to respond, unless a longer period is agreed.

3.7 Where any owner or occupier of any adjoining premises objects to the proposed development, then the 'prior approval' of the District Council is required as to the impact of the proposed development on the amenity of any adjoining premises. In coming to a view on the impact the applicant may be requested to submit further information regarding the proposal. When assessing the impact the District Council is required to:

- Take into account any representations made as a result of the consultation process; and
- Consider the amenity of all adjoining premises, not just adjoining premises which are the subject of representations.

3.8 Applicants are advised to not start works until written confirmation of approval is received from the District Council (this will normally occur within 42 days of receipt of a valid submission). Should prior approval be refused then there is a right of appeal, details of which will be provided in the decision correspondence.

3.9 If you are advised that prior approval is either not required, or is approved, then the legislation requires that any 3m – 6m or 4m – 8m extension shall be completed on or before 30<sup>th</sup> May 2016. Applicants are required to notify the local planning authority of the completion of the development as soon as is reasonably practicable after completion. This notification should include:

- The name of the developer;
- The address or location of the development; and
- The date of completion.

- 3.10 Further information on the prior notification of a proposed larger home extension can be found through our website (link below).

<http://www.newark-sherwooddc.gov.uk/doineedplanning/>

#### **Lawful Development Certificates / Householder Exemptions**

- 3.11 In addition to coming to your own conclusion over whether planning permission is required you can also apply for a Lawful Development Certificate (LDC) which is a lawfully binding document. This option may be worth considering even if you are sure that your proposal would qualify as permitted development, as an LDC may help answer any queries by potential buyers or their legal representatives should you come to sell your property.
- 3.12 You can alternatively obtain a written opinion from the District Council as to whether planning permission is required through completing and returning a 'Householder Exemption Form'. You can view information on obtaining an LDC and submitting a Householder Exemption along with the fees on our website (link below).

<http://www.newark-sherwooddc.gov.uk/doineedplanning/>

#### **Listed Building Consent**

- 3.13 In cases where a householder development proposal affects a listed building applicant's should **note** that listed building consent may be required. Including in some circumstances where the proposed works would **not** require planning permission. Please see Section 9 for further information.

## 4.0 Planning Application Process

- 4.1 Having concluded that planning permission would be required (see Section 3), or in cases where an applicant wishes to seek planning consent regardless of a proposal being covered by permitted development rights, the process set out below will be followed.

### Stage 1 - Submission

Submit completed application form along with **as a minimum** your ownership certificates, site location plan, site layout plan, detailed drawings and application fee. Dependent on site circumstances there may be further submission requirements. Please refer to the District Council's website for more detail on:

#### How to apply & application fees:

<http://www.newark-sherwooddc.gov.uk/planning/submittinganapplication/>

#### Validation Requirements:

<http://www.newark-sherwooddc.gov.uk/validationchecklists/>



### Stage 2 - Validation

The application will be allocated to a Case Officer who will deal with the application and be the main contact point throughout the process. In order to run the application the Officer will check that it is valid and that all the information required has been submitted (see validation requirements above).


To help ensure the application process runs smoothly and to avoid unnecessary delays applicants should ensure that all necessary information and the correct fee have been submitted. Should this not be the case then the application will not be valid and further information will be requested from the applicant.

On receipt of a valid application it will be registered and the process of its determination started.



### Stage 3 – Publicity & Consultation

Various bodies will be consulted to obtain their expert input on the proposal, this may include for example the Highway Authority. Adjoining properties will also be notified to let them know that an application has been submitted. Depending on the type and location of development proposed a site notice and/ or notice in the local press may also be used to advertise the application. Usually all parties will be given 21 days to make comments.



**Stage 4 – Site Visit**

The case officer will carry out a site visit to assess the proposal in situ, with this normally being within four weeks of an application being registered. At the site visit the Officer will look at the plans, make notes and take photographs of the site as required.



**Stage 5 - Consideration**

The application will be assessed by the Case Officer who will take into account national planning policy and all relevant planning policies in the District's development plan, consultation responses and comments from local residents received at Stage 3.




**Stage 6a – Negotiation**

In certain circumstances where the application, as submitted, is not acceptable but could become so through the making of amendments then these may be requested. If the changes necessary are significant then the re-notification of the application may take place with further comments being sought from stakeholders.



**Stage 6b – Application Progresses to Determination**

Following consideration of the application against relevant planning policy, the taking account of consultation responses / comments and the outcome from any negotiations the Case Officer will make a recommendation over whether the application should be approved or refused.



**Stage 7 – Decision**

Following the making of the Case Officers recommendation a decision over the application will be made (the target date for the issuing of this decision is 8 weeks after registration). This decision will either be made an authorised officer of the District Council under delegated powers or through its referral on to Planning Committee.

The Councils Scheme of Delegation sets out under what circumstances and application can be decided through the exercising of delegated powers.

<http://www.newark-sherwooddc.gov.uk/constitution/>

Once a decision has been made a decision notice will be sent out to the applicant or their agent. Those who have commented on the application will however not be directly informed that the decision has been issued, all decisions will be available to view through the Councils e-planning website.

<http://www.newark-sherwooddc.gov.uk/planningapplications/>



### Stage 8a – Planning Permission Granted

Planning Conditions are applied to almost every grant of planning permission. It is important that applicants read and understand these Conditions as they can limit and control the way in which the permission may be implemented.

Informatives may also be attached to the decision notice to guide the applicant in properly carrying out the development.

Please refer to the District Council's website for further information on what happens after planning permission is granted.



### Stage 8b – Planning Permission Refused

If the application has been refused then the decision notice will set out the reasons why. Any applicant who has an application refused has a right of appeal to the Secretary of State. Details of how to appeal are set out in the decision notice.

Prior to appealing it is however advised that applicants talk to the District Council as there may be changes which can be made to the proposal to make it acceptable. Applications which are re-submitted can often be exempt from a planning application fee providing they are submitted within 12 months from a date of refusal or having been withdrawn.

### Pre-Application Advice

- 4.2 Prior to the submission of a planning application (including revisions to refused proposals) pre-application advice can be sought. This has many benefits the most obvious being the understanding of how development plan policies will be applied to your proposal, the resolving of particular issues before the submission of an application and establishing the likelihood of planning permission being gained.
- 4.3 In the case where a bold and contemporary design is proposed then applicants are particularly recommended to take advantage of this service. Applications that have been submitted in the absence of any pre-application discussions are likely to be refused without further negotiation where significant amendments are required to make the development acceptable.
- 4.4 Please note that a fee may be charged for advice. Further detail on how to apply for pre-application advice and any fees involved is available through our website (link below).

<http://www.newark-sherwooddc.gov.uk/planning/pre-applicationadvice>

### Building Regulations

- 4.5 Extensions and alterations may also require Building Regulations approval regardless of whether planning permission is required or not. The District Council's Building Control team offers a full plan checking and site inspection service. Further details can be found through the link below.

<http://www.newark-sherwooddc.gov.uk/buildingcontrol/inspectionsandadvice/>

## **5.0 Community Infrastructure Levy**

- 5.1 The CIL is a charge levied on most forms of development to help deliver the strategic infrastructure necessary to support growth in the District. Following its independent examination in July 2011, and approval at Full Council on 20<sup>th</sup> September 2011, the Newark & Sherwood Community Infrastructure Levy (CIL) came into effect on the 1<sup>st</sup> December 2011.
- 5.2 The District Council defines strategic infrastructure as improvements to the highway network made necessary by the growth of the District up to 2026 and which cannot be attributed to the development of any one site, and contributions to secondary school provision in the District including a new school in Newark. The Regulation 123 List provides details of the projects to be funded by CIL.

### **Householder Development**

- 5.3 CIL may have to be paid on householder development proposals if planning permission is granted. The Levy is charged in pounds sterling (£) per square metre on the net additional increase in floor space, where the gross internal area of new build exceeds 100 square metres.
- 5.4 Calculation of the charge will depend on where the proposal is located within the District, the amount of floorspace created and the amount of floorspace lost (i.e. through demolition). Where the levy liability is calculated to be less than £50 no levy is due.
- 5.5 Further guidance on how the CIL is charged and details of the rates for different parts of the District is provided in the CIL Charging Schedule.

### **Exemptions to CIL**

- 5.6 There are however a range of exemptions to the CIL which most householder development will qualify for:
- Where development is less than 100 square metres;
  - Residential annexes and residential extensions built by 'self builders'; and
  - Development identified as 'zero' rated in the CIL Charging Schedule
- 5.7 The 2014 CIL regulations included a 'self build' exemption for people who wish to extend their own homes or erect residential annexes within the grounds of their home provided that:
- The main dwelling must be the self builders principal residence, and they must have a material interest in it;
  - Residential annexes are exempt from the levy if they are built within the curtilage of the principal residence and comprise one new dwelling; and
  - Residential extensions are exempt from the levy if they enlarge the principal residence and do not comprise an additional dwelling.

- 5.8 Applicants can apply for a self-build exemption at any time, as long as their development has not 'commenced'. This exemption does not apply retrospectively so if a levy payment has already been made before the 2014 regulations came into force no refund will be given. Those wishing to apply for an exemption will need to submit the 'Self Build Annex or Extension Claim Form **before development starts** and submit the Commencement Notice following the granting of relief but before development starts. Both forms are available through the District Councils website.

**Further Information**

- 5.9 Further information and copies of the CIL Charging Schedule, Forms and guidance referred to can be viewed on the District Councils website by following the link below.

<http://www.newark-sherwooddc.gov.uk/cil>



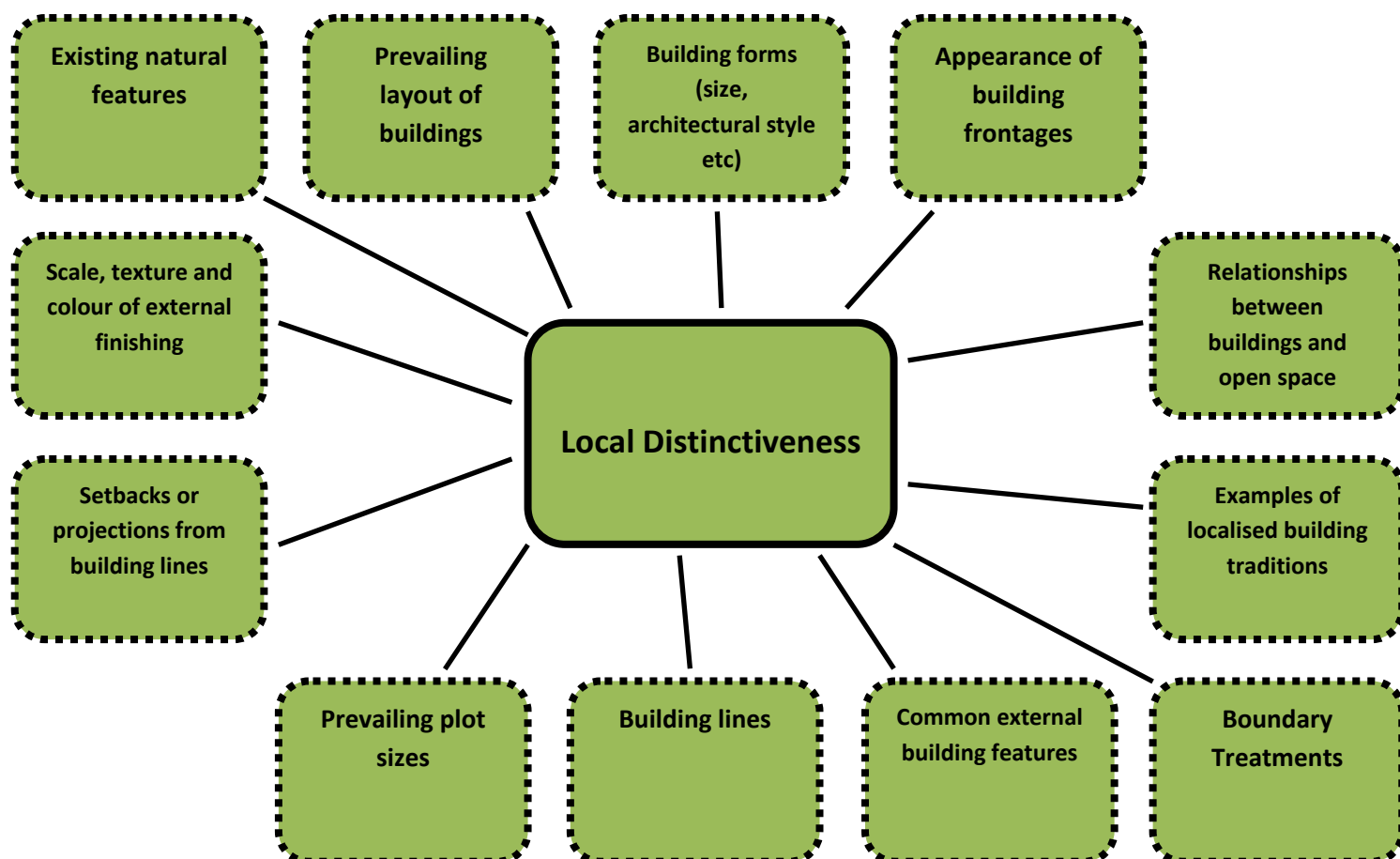
## 6.0 Site Appraisal

6.1 The carrying out of an effective site appraisal should be seen by applicants as a fundamental first step in bringing forward a high quality householder development proposal. This appraisal allows for an appreciation of the characteristics of the site itself and its immediate surroundings to be gained, and for this to inform the development of the scheme from the outset. The proactive identification and addressing of potential constraints through the design of a proposal, prior to the seeking of planning consent, is a key benefit to this process and will help avoid issues further down the line.

6.2 This process will also assist applicants in developing proposals which can demonstrate a high standard of design that respects the character of the surrounding area, including its local distinctiveness and provides for good standards of amenity for existing and future occupants of the host and neighbouring dwellings. The ability of applications to demonstrate these qualities is central to satisfying Policy DM6 ‘Householder Development’.

### Local Distinctiveness

6.3 Local distinctiveness can be taken to mean the features of a place which contribute towards its character, provide its sense of identity and underpin the reasons why people value it. Respecting and contributing towards local distinctiveness should be at the heart of any householder development scheme. Below are some of the aspects which can contribute to the local distinctiveness of a place:



- 6.4 Gaining an understanding of what comes together to make up the local distinctiveness of an area should allow householders to then design a scheme which takes account of the important qualities and characteristics which define it. Once local distinctiveness is understood the site appraisal should move on to consider the following additional aspects:

**Site Specific Considerations**

- 6.5 Key site specific considerations that any scheme should be designed to take account of include:
- The overall dimensions of the site, which will be a constraint on the scale of development that a site can successfully accommodate.
  - It's shape, which might lend itself to some forms of development over others.
  - Topographical conditions, i.e. is the site flat or does it rise or slope in particular directions – this may contribute to some forms of development having a higher level of visual prominence or impacts on neighbouring amenity.
  - Existing landscaping within the site, how does this contribute to the site?
  - Are there any trees which are significant, located within a Conservation Area or subject to Tree Preservation Orders within or around the site?
  - What existing boundary treatments (fences and hedges etc) are present? Do these provide a sense of privacy to the application site or adjoining neighbours? Should this be maintained?
  - End user requirements i.e. will the proposed scheme deliver the aims behind the proposal? For example in the case of a garage proposal is the unit of sufficient size and located in a position which will be accessible?

**Neighbouring Uses**

- 6.6 Consideration of neighbour amenity is crucial to the development of an acceptable scheme and should be an important design principle. This should take account of:
- The relationship between the application site and neighbouring buildings / land. How are the neighbouring buildings positioned in relation to the application site? How does the site sit with any neighbouring private amenity space?
  - Are there any windows on a neighbouring building which could potentially be overlooked by a development? If so are they a principal window or a window to a habitable room (See Section 7 for definitions).
  - Is the application site itself overlooked by any windows?

### **Surrounding Area**

6.7 An appreciation of the relationship between the application site and its surrounding area is an important consideration in developing a scheme that respects the character of an area and its local distinctiveness. Applicants should take account of the following:

- Is there a strong visual relationship between the site and its surroundings?
- Does the site form part of an important view or could development on the site disrupt such a view?
- Is there a discernible density and pattern to the character of development in the area?

### **Designations & Constraints**

6.8 Where a site is subject to a designation or constraint it is of great importance that a scheme is not worked up without taking account of the implications and/or requirements of the designation or constraint. For instance within the Green Belt an extension may not be inappropriate development provided that it would not result in disproportionate additions over and above the size of the original dwelling. As a result this should be a constraint that any scheme is developed around. Applicants should therefore ensure that they are aware of any designations or constraints which may affect an application site. Common designations and constraints in Newark & Sherwood include, but are not limited to:

- Nottingham – Derby Green Belt
- Conservation Areas
- Listed Buildings
- Open countryside

## 7.0 General Design Guidance

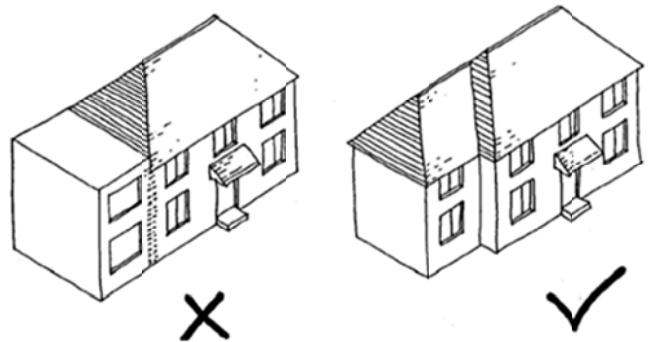
- 7.1 This section of the SPD sets out general design principles which all householder development proposals should seek to follow. The importance of development meeting high standards of sustainable design is reflected within national planning policy and policies within the District's development plan.
- 7.2 Poorly designed and unsympathetic additions or alterations that will detrimentally affect the appearance of a property and potentially the wider street scene within which it is located, are likely to be out of character with and so harmful to the local distinctiveness (see Section 6) of an area and give rise to adverse impacts on neighbour amenity. This guidance is intended to aid applicants in designing proposals which will satisfy the requirements within Core Policy 9 'Sustainable Design', Policy DM5 'Design' and Policy DM6 'Householder Development', and to provide guidance for Officers and Members in determining applications.
- 7.3 Users should read this part of the SPD before moving onto the additional guidance tailored to specific types of proposal.

### Additions

- 7.4 The overall objective for any proposed addition to a residential dwelling should be based around its successful integration with the host dwelling and its surrounding area. To help to achieve this, a balanced visual relationship with the host dwelling and its features should be struck, and the character and appearance of the surrounding area respected through the design, proportions and detailing of the proposal. Methods to achieve this would include:

(i) Ensuring that the addition respects and is balanced with the scale and proportions of the host dwelling, and is well related to the characteristics of the application site in terms of its size and shape.

(ii) Where gaps and spaces between buildings and boundaries contribute to the pattern of development and character of an area then any proposed addition should be compatible with this.

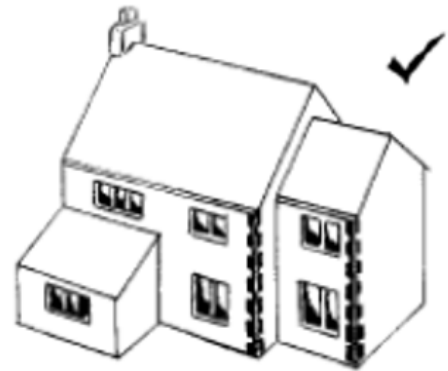


(iii) Ensuring that the addition respects the wider street scene and is able to be successfully integrated into it.

(iv) Ensuring that the addition has a roof style and pitch which is sympathetic to that of the host dwelling.

(v) Selection of design features which will complement the architectural style and design of the host dwelling. Such as:

- ✓ Avoiding poor linkages between the addition and the host dwelling, for example through clumsy roof junctions or disjointed roof forms.
- ✓ Carrying through external design features from the host dwelling, for example timber or stone panelling and eaves detailing where this is present in the host dwelling.



(vi) The choice of materials and proportions for doors and windows which match or harmonise with those on the existing dwelling and positioning them in a way which provides balance.

(vii) Designing the addition so that it would not result in unacceptable loss of privacy or light through overshadowing to neighbours (see the Neighbour and Occupier Amenity section for further details).

(viii) Where a contemporary or innovative design is proposed then it is important that this respects and contributes towards local distinctiveness.

(ix) Designing the addition with the functionality of the extended dwelling in mind, for instance maintaining an adequate level of access between the front and rear of the property.

### **Roofs**

7.5 This section provides general advice on the choice of roof for additions, for specific guidance on roof alterations such as the insertion of dormer windows see Section 8. The overriding principle should be the selection of a design, angle of pitch, external materials, scale/proportion and colour which is sympathetic and appropriate to the host dwelling and the character of the surrounding area.

7.6 Flat roofs are considered less aesthetically pleasing and potentially harmful to character in locations where the roof form would be prominent, and/or out of keeping with the roof types of surrounding buildings. The District Council would therefore generally not encourage flat roofs on principal elevations facing the street, though they may be acceptable on a single storey rear extension, locations where there would be a low level of prominence or where the roof type would appropriate to the architectural/historical period of the dwelling. Flat roofs to a two-storey addition are almost always inappropriate and would be particularly discouraged unless there was again a low-level of prominence, though this may be more difficult to achieve with this scale and form of development.

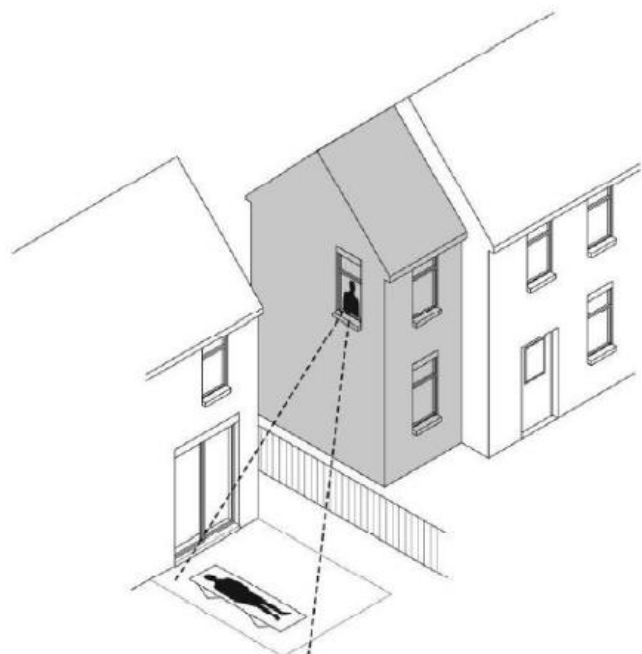
## **Neighbour and Occupier Amenity**

- 7.7 Ensuring that good standards of amenity for neighbouring occupants and those of the host dwelling is provided for should be a crucial element of any householder development proposal. The importance of this is reflected within the NPPF which carries the objective of securing a good standard of amenity for all existing and future occupants of land and buildings. In addition development proposals securing good standards of neighbour and occupier amenity are also key considerations in satisfying Core Policy 9 and Policies DM5 and DM6 of the Districts development plan.
- 7.8 Impact on amenity through householder development is most likely to occur where dwellings lie in close proximity to one another or with other sensitive development. Development proposals should be carefully designed so as to avoid unacceptable overbearing impacts and loss of privacy. Applicants should therefore take account of differences in topography between nearby buildings, position of existing and proposed windows that serve habitable rooms and the location of private amenity space, all of which could contribute to impact on neighbouring amenity.
- 7.9 Applicants should take particular note of the need to provide for good standards of amenity for both existing **and future** occupants. It should not be assumed that where adjoining neighbours do not object to a proposal on amenity grounds that this requirement will have been satisfied. Likewise it may not necessarily be the case that where there are existing similar householder developments in the surrounding area that a proposal will be acceptable - every site has its own unique characteristics and each application will be judged on its individual merits.
- 7.10 This section provides general guidance on sustaining neighbour and occupier amenity, guidance for specific development types has been provided in subsequent sections.

### **Privacy**

- 7.11 It is important that new householder development maintains the privacy of neighbouring buildings and does not:

(i) Introduce a new element of direct overlooking which causes loss of privacy within neighbouring habitable rooms. Where a proposed addition includes facing windows which could give rise to this kind of impact, then regard will be given to the separation distances involved, intervening land uses such as across a road or footpath and in the case of ground floor windows the presence of existing boundary screening or the potential for its introduction (see the mitigation measures section).



(ii) Facilitate direct overlooking over a significant proportion of the private amenity space of neighbouring properties. In assessing this aspect of privacy consideration will be given to the distance between the window and the neighbouring private amenity space, the amount of private amenity space which would be affected, and in the case of ground floor windows the presence of boundary screening or the potential for its introduction (see the mitigation measures section) .

7.12 The use of obscured glazing on the side elevations of additions may mitigate impacts on privacy from overlooking; however this treatment would not be acceptable to principal windows of habitable rooms.

### Overbearing

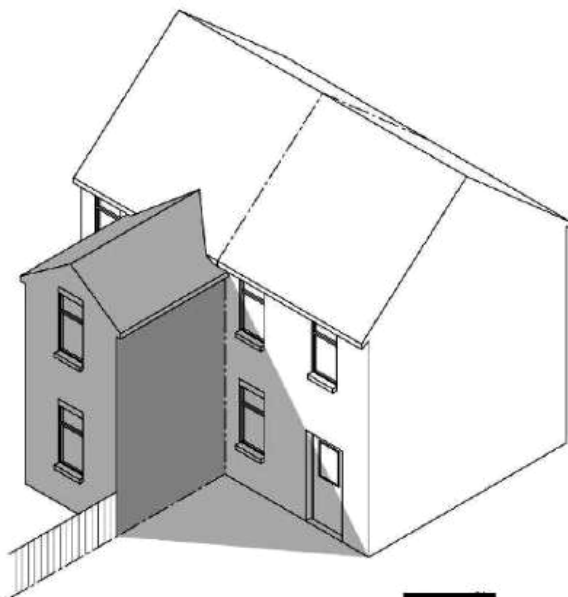
7.13 Householder development should be designed in a way that does not lead to an unacceptable level of overbearing to neighbouring properties or private amenity space. Such impacts are most likely to occur where two storey development is proposed in close proximity to or along shared boundaries. However there may still be situations where, due to the nature of the proposal, scale or site circumstances (differing site levels and the lack of screening etc.), smaller scale development could lead to unacceptable level of overbearing. Householder development proposals should:

(i) Not dominate a neighbouring property, or result in principal windows which serve habitable rooms being presented with a building that appears visually intrusive or overbearing.

(ii) Not appear as overbearing or visually intrusive when viewed from neighbouring private amenity space.

(iii) Not be of a depth or height that would give the impression of enclosing or 'looming' over neighbouring dwellings and/or their private amenity areas.

7.14 In considering the potential for overbearing regard should be given to the:



(i) Height and depth of the proposal as well as the level of separation from neighbouring properties and/or private amenity space.

(ii) Positioning of the proposal in relation to the principal windows of habitable rooms in neighbouring properties.

(iii) Amount of private amenity space likely to be affected.

(iv) Characteristics of the application site and neighbouring land (e.g. topography and in the case of single storey development proposals the presence of screening or the potential for its introduction).

### Overshadowing

- 7.15 Whilst the 'right to light' is **not** a planning issue<sup>1</sup> it is crucial that householder development does not lead to significant overshadowing of neighbouring properties and/or their private amenity space. As with the overbearing considerations it is most likely that significant impacts will occur when two storey development is proposed in close proximity to or along boundaries.
- 7.16 In considering the potential for overshadowing, regard should be given to the:
- (i) Height and depth of the proposal as well as the level of separation from neighbouring properties and/or private amenity space.
  - (ii) The orientation of the proposed addition. This is particularly the case where the combination of the proposed addition and the path of the sun (east to west) are likely to result in significant overshadowing to neighbouring properties and/or private amenity space.
  - (iii) Positioning of the proposal in relation to the principal windows of habitable rooms in neighbouring properties.
  - (iv) Amount of private amenity space likely to be affected.
  - (v) Characteristics of the application site and neighbouring land (e.g. topography and in the case of single storey development proposals the presence of screening or the potential for its introduction).

### Occupier Amenity for the Host Dwelling

- 7.17 Whilst applicants may be satisfied with a reduced level of amenity in order to secure the form of development they desire it is important that the District continues to possess a varied and high quality housing stock. As a result householder development should ensure that a good standard of amenity is retained for both existing and future occupiers of host dwellings.
- 7.18 One of the most common occupier amenity issues in connection with householder development is the impact on levels of private amenity space. Ensuring that the host dwelling retains a reasonable amount of amenity space relative to its size and context is a key objective and central to satisfying Policy DM6. In considering this element of occupier amenity regard should be given to:
- (i) The overall size of amenity space which would remain.
  - (ii) The form of the amenity space (for example pockets and narrow strips of private amenity space may be of less functional value than a smaller, consolidated and usable space).
- 7.19 It may also be necessary to consider issues around occupier amenity where an addition that would create habitable space and contain a principal window is proposed in close proximity to the blank gable end of an adjoining property. Dependent upon the separation distances involved this scenario could result in overbearing and overshadowing impacts within the host dwelling.

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<sup>1</sup> The right to light is a legal matter and any person concerned that their right may be, or is being, infringed by development should seek appropriate legal advice. Guidance on the Right to Light has been produced by the Royal Institution of Chartered Surveyors.



### **Trees and Landscaping**

- 7.20 Existing natural features and those introduced through new development can significantly contribute to the local distinctiveness of an area. Therefore the incorporation of a considered landscaping scheme which allows for the retention, protection and enhancement of important natural features should be a central part of the design process for any development, and will assist proposals to satisfy policies within the development plan.
- 7.21 As set out earlier (Section 6.0 Site Appraisal) householder development proposals should take account of the following as part of the design process:
- (i)** Any existing landscaping within the site and consider how this contributes to the character of the site and surrounding area.
  - (ii)** The presence of significant trees and groups of trees or those which are subject to Tree Preservation Orders within or around the site.
  - (iii)** The existence of boundary treatments (including hedging and other forms of planting) and the assessment of whether these provide a sense of privacy which should be maintained.
- 7.22 To assist householders in developing appropriate landscaping schemes the following principles are considered useful.
- (i)** The retention of significant trees regardless of whether they are subject to formal protection through a preservation order or located within a Conservation Area. Applicants should **note** that the onus is on them to check with the District Council as to whether either of these applies.
  - (ii)** Putting in place measures to protect trees and their root systems during construction.
  - (iii)** Where new planting is proposed then applicants should consider whether the location is appropriate. When matured will the new planting suppress existing vegetation? Will it lead to loss of light or conflict with the host dwelling and/or neighbouring buildings?
  - (iv)** Use of species native to the area will help sustain local distinctiveness and benefit local wildlife.
  - (v)** Carrying out planting in the correct season will help restrict establishment costs.
  - (vi)** Aim to make a positive contribution to the streetscene through respecting characteristics which help to define the character of the area and existing natural features.

### **Materials**

- 7.23 Careful consideration should be given to the selection of external materials for all householder development proposals. The choice of materials that are unsympathetic to the host dwelling will detrimentally affect the appearance of the property and potentially the character of the surrounding area, harming its local distinctiveness. Assessing whether a proposal respects the design and materials of the host dwelling is a key part of Policy DM6. In selecting and assessing proposed external materials regard should be given to:

(i) The architectural style of the main dwelling and its existing external materials. Householder development proposals should select design features and materials which would complement the host dwelling.

(ii) The continuation of external finishes and details present in the host dwelling, for example decorative ridge tiles, brick bonding and timber or stone panelling.

(iii) Materials and proportions for any new doors and glazing that match or harmonise with those of the existing dwelling, and positioning them in a way which provides balance.

7.24 In the case of householder development proposals to a Listed Building or within a Conservation Area the use of appropriate materials is a key consideration, see Section 9.

### **Access and Parking**

7.25 As detailed within Policy DM6 householder development proposals should be able to provide for safe and inclusive access and parking provision, as well as ensuring that there will be no adverse impact on the highway network.

7.26 Where a proposal would reduce the level of, or remove entirely, the potential for off-street parking then consideration will need to be given to the likely impacts of this on on-street parking, and highway safety in the surrounding area. In cases where a householder proposal will reduce the level of clearance from the highway and/or potentially reduce visibility in terms of access and egress to the site, or visibility along the highway itself, then safety concerns will be a key part of its determination. It is also important that any revised parking and access arrangements retain sufficient width to remain accessible for disabled persons.

7.27 Where necessary consultation with the Highways Authority (Nottinghamshire County Council) will take place as part of the consideration of householder planning applications. In designing householder proposals applicants are encouraged to seek advice from the Highways Authority where they have concerns over highway impact or access.

### **Cumulative Effects**

7.28 In cases where previous householder development has occurred, then the design and assessment of further proposals should give regard to any possible cumulative impact. It may be the case that whilst a new proposal on its own would be acceptable its combined effect with previous development could give rise to detrimental impacts. Therefore where development has previously taken place careful consideration should be given to the potential impact of further development on the design of the host dwelling, character of the surrounding area and whether unacceptable impact on occupier or neighbour amenity could occur. Proposals in Green Belt locations should take account of the guidance in Section 10.

### **Mitigation Measures**

7.29 In some cases it may be that mitigation measures can be introduced to address impacts of development, for example the use of obscured glazing on side elevations where neighbour privacy

could be impacted upon. However if a proposal has to rely on methods to mitigate for its impacts then this could be an indication that the design is not appropriate for the site and circumstances.

7.30 In the case of single storey householder development the presence of screening or the potential for its introduction can be a factor which would reduce impacts on neighbouring properties and/or private amenity space. However in order for this to be given weight within decision making the following are important considerations:

**(i)** There should be a level of permanence to the screening, for example fencing or mature evergreen planting.

**(ii)** Any existing or potential screening measures would need to be within the control of the effected occupier.

## 8.0 Specific Guidance

- 8.1 This section of the SPD sets out specific guidance for a range of householder development types and **must** be read in conjunction with the general design principles outlined earlier in the document (Section 7). The guidance is intended to aid applicants in designing proposals which will satisfy the requirements within Core Policy 9 'Sustainable Design', Policy DM5 'Design' and Policy DM6 'Householder Development', and to provide guidance for Officers and Members in determining applications.

### **Front Elevation Additions (including porches)**

- 8.2 Where a proposed addition projects from the front elevation of a dwelling its impact on the appearance of the property and character of the surrounding area are of primary concern. In designing and assessing such proposals regard should therefore be given to whether the proposal would introduce a dominant feature, by virtue of its design, proportions and/or detailing, which would be harmful to the appearance of the host dwelling or the character of the surrounding area.

### **Side Additions**

- 8.3 Side additions to dwellings should be designed in a way which is sensitive to the host dwelling and prevailing character of the surrounding area, particularly in cases where the gaps and spaces between buildings contribute to the pattern of development. In designing and assessing such proposals, regard should be given to the following:

**(i)** Where the density and layout of existing development is generously spaced, or where there are uniform gaps between buildings, then side additions should be designed to respect this pattern of development.

**(ii)** Whether the proposal is likely to give rise to a 'terracing effect' through a visual coalescence between buildings (e.g. where reducing or removing a break in the built form would make a section of the street look like a terrace to the viewer walking down the street). This is most likely to occur where existing development is set in a definable visual row. In order to restrict the potential for uncharacteristic visual coalescence, sufficient spacing between buildings should be retained, or consideration be given to the setting the extension back, particularly at first floor, from the front elevation and ensuring a lower ridge height than the host dwelling.

**(iii)** In the case of semi-detached properties or where a substantial side addition is proposed the effect of this on the appearance of the 'block' as a whole, with consideration being given to whether the addition would unbalance the street frontage.

**(iv)** Whether the roof type and, in the case of a two storey side addition, the eaves and ridge heights respect and are able to be successfully integrated into the existing roofscape.

**(v)** On corner plots, or where the flank wall to a proposal would face the public realm, a side addition should be designed so that it would not form an overly dominant feature or appear as out of character with the street scene. Regard will also need to be given to the impact of the character of the side street. Where the surrounding character does not include blank façades then the side elevation of an addition should be designed so as to provide visual interest to the side street.

(vi) The overriding need for the proposal to be successfully integrated with the host dwelling, with due consideration given to the replicating of any external details which contribute to the character of the existing dwelling and/or surrounding area for example a particular design of window or eave or eaves detailing.

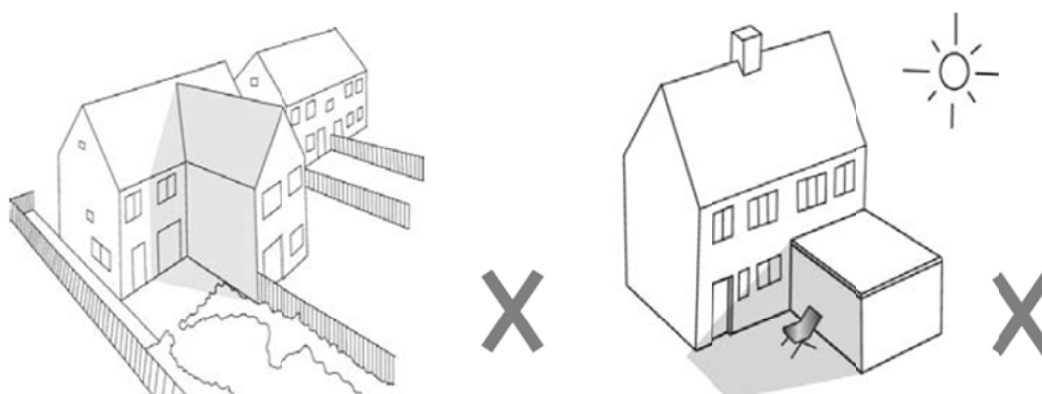


### **Rear Additions (including conservatories)**

8.4 Rear additions have the potential to give rise to significant impacts on the amenity of neighbouring properties through overbearing and overshadowing effects. Whilst in some cases a poorly designed proposal may also have unacceptable impact on the amenity of occupiers of the host dwelling. It is therefore important that their design takes account of the guidance provided in Section 7. In designing and assessing such proposals regard should be given to the following:

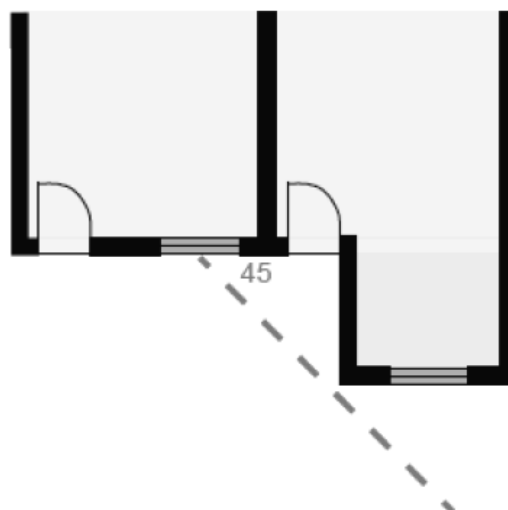
(i) In the case of single storey rear additions the key concern should be to provide for a well-designed proposal which minimises impacts on neighbour and occupier amenity in line with the guidance contained in Section 7 of this SPD.

(ii) In the case of a two-storey addition it may be necessary to apply the '45 degree approach' to assess whether the proposed depth will lead to unacceptable neighbour impact. This is just a guide to assist the Case Officer and is one of many considerations that will be taken into account (such as orientation of the sun for example) in making a judgement on the acceptability of a development.



### How to apply the 45 degree approach

- 8.5 Draw a line at an angle of 45 degrees from the centre of the nearest ground floor principal window of a habitable room within the neighbouring property. If the footprint of the proposed addition extends beyond this line then it may indicate that it could give rise to overshadowing effects.



### First Floor Additions

- 8.6 In addition to the general guidance outlined in Section 7 and, where appropriate, the application of the 45 degree rule two storey rear additions should:
- (i) Not seek to introduce a dominant feature, by virtue of its design, proportions and/or detailing, which would be harmful to the appearance of the host dwelling or the character of the surrounding area.
  - (ii) Provide for a roof type and eaves and ridge height which respect and will be able to be successfully integrated into the existing roofscape.
  - (iii) Reflect the overriding need for the proposal to be successfully integrated with the host dwelling, with due consideration given to the replicating of any external details which contribute to the character of the existing dwelling and/or surrounding area.

### Annexes

- 8.7 The District is experiencing an increase in the number of proposals for residential annexes to dwellings, usually to accommodate ageing relatives close to their family whilst allowing for a level of independence. Commonly, an annexe will be in the form of an extension to an existing building, possess limited facilities and a physical connection between the two elements.
- 8.8 Sometimes, such proposals can be carried out under permitted development rights. In other instances they will require planning permission and can be considered as householder development in accordance with this document. Some proposals will however constitute the creation of a new dwelling and therefore will need to be assessed against the relevant policies of the development plan.

### **Annexes as Householder development**

- 8.9 Where an annexe contains some of the aspects of a normal residential use (e.g. bedrooms, living rooms, kitchen or bathroom etc.) but does not have to capability to be, or is not in use a separate unit of accommodation, then it could be viewed as ancillary to the main dwelling and so potentially

appropriate to assess as a form of householder development against relevant parts of the development plan (See Sections 7 and 8).

- 8.10 Where an annexe includes all of the primary aspects of accommodation (bedroom/ living room, kitchen and bathroom) and the unit could be, or is being, lived in separately with limited or no relationship to the host dwelling either through a family member or the level of accommodation then it will be considered as a new dwelling and so not householder development. Accordingly full planning permission for a new dwelling would be required with relevant policies of the development plan being applied in its consideration.

### **Roof Alterations (including insertion of dormer windows)**

- 8.11 Careful consideration needs to be given to the design of proposals which would require the alteration of an existing roof, for example a roof extension or insertion of dormer windows. Where this form of development results in an unbalanced and/or poorly proportioned appearance it can be harmful to local distinctiveness.

#### **Roof Alterations**

- 8.12 In designing and assessing proposals which would result in the alteration of an existing roof consideration should be given to:

**(i)** Whether the form of the altered roof, its angle of pitch and proportions would be sympathetic to the host dwelling and provide a balanced appearance. As a general rule proposed roof changes which would result in a 'top heavy' appearance are not desirable.

**(ii)** Whether the form of the altered roof, its angle of pitch and proportions would be sympathetic to the character of the surrounding area. A key question here is how the new roof will sit in comparison to the roof height and character of surrounding buildings. Will the new roof increase the prominence of the host dwelling? If so would this be desirable or potentially harmful to character?

**(iii)** Where there is a change proposed to roof type e.g. moving from a hipped roof to gable ended roof whether the form of the altered roof, its angle of pitch and proportions would be sympathetic to the host dwelling and the character of the surrounding area.

In taking account of the impact on the character of the surrounding area, consideration should be given to whether there is a prevailing roof style. Where there is uniformity to roof type then any change may become highly prominent within the street scene and so be harmful to character. This is particularly the case where existing development is positioned in a row.

Alternatively in some cases the alteration of an existing roof may be beneficial to the appearance of a property and the surrounding area. For instance a change from a flat roof to pitched roof within an area where no specific roof type prevails.

**(iv)** Where the proposal concerns the alteration of a bungalow to a two storey dwelling consideration should be given to the impact on the street scene (following the principles set out above) and neighbour amenity (Section 7). If the scale and proportions proposed are likely to result

in an uncharacteristically different form of development then this may be harmful to the appearance of the street scene.

**(v)** In cases where the introduction of a roof terrace or balcony is proposed then along with the impact on the appearance of the host property and character of the surrounding area (as outlined above) neighbour amenity in terms of privacy will also need to be taken account of.

### **Dormer Windows**

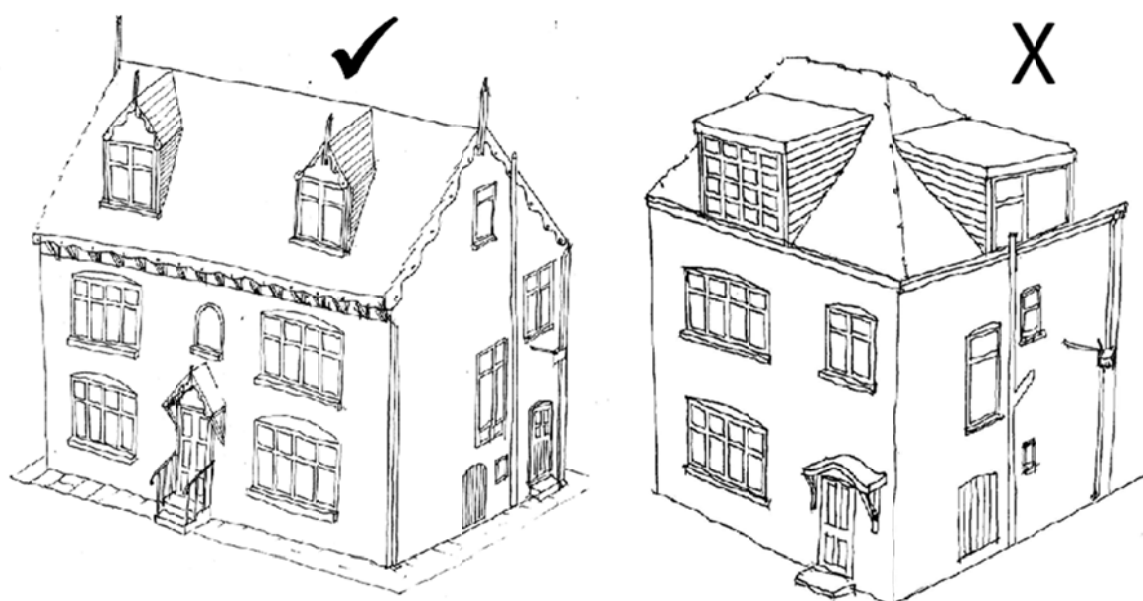
8.13 Given their prominent position the introduction of dormer windows into a roof can give rise to significant impacts on the appearance of a dwelling and the character of the surrounding area. Accordingly the use of large flat roof dormer windows is not encouraged by the District Council due to their bulky and overly dominating appearance within the roofscape. Use of smaller pitched roof dormers, balanced in terms of their proportions and positioning with the host dwelling are preferred. Outside of this general guidance the design and assessment of dormer window proposal(s) should have regard to:

**(i)** Whether the scale, form and positioning and number of the dormer(s) would respect the character of the streetscape.

**(ii)** Whether the dormer(s) would be in keeping with the scale and form of the host dwelling reflecting its vertical proportions and not introducing an excessive horizontal emphasis to its appearance.

**(iii)** Whether the dormer(s) respect the scale, form and proportions of the roof to the host dwelling, and are set below the ridge line, above the eaves and away from the roof edges.

**(iv)** The positioning and proportions of the dormer windows which should be balanced with that of the host dwelling. External materials should be chosen which would harmonise with those of the existing property.





### **Garages and Outbuildings**

8.14 Poorly designed and sited garages and outbuildings can give rise to detrimental impacts on the appearance of host dwelling and the character of the surrounding area, as well as a reduction in standards of amenity to neighbouring properties and occupiers of the host dwelling. As a result the design and assessment of such development should make reference to general guidance provided in Section 7 of this document and consider the following:

**(i)** Whether the proposal is domestically proportioned and would not introduce a feature that would be overly dominant in comparison to the main dwellinghouse.

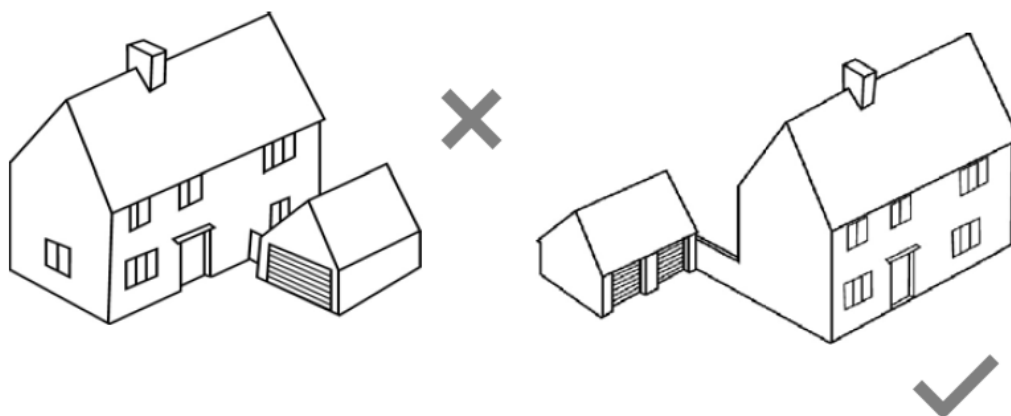
**(ii)** The impact of how the proposal is sited in relation to the dwelling and surrounding area. This is particularly the case where it would be positioned in front of the property, where it is more likely to result in the introduction of an overly dominant feature, and to detrimentally impact on the character of the surrounding area (especially where this type of development is currently absent).

**(iii)** Whether the form and angle of pitch to the roof is sympathetic to that of the host dwelling and that external facing materials have been chosen which respect those of the existing property.

**(iv)** Ensuring that sufficient amenity space to the host dwelling has been retained (see Section 7).

**(v)** In the case of garages, safe access and egress to the highway can be achieved (see Section 7).

**(vi)** Where a garage or outbuilding is proposed in a Green Belt location regard should also be had to Section 10 of this SPD.



### **Basements and Lightwells**

8.15 Whilst most basement or proposed lightwells will be wholly underground this may not always be possible due to site circumstances or topographical conditions which would result in elements being visible, for instance as sites slope away. Where this is the case then the proposal should not be considered to be harmful towards the character of the surrounding area or to neighbour amenity. In addition the design and assessment of this form of development should also have regard to:

**(i)** Where the basement or lightwell would be exposed then the proposal should be in keeping with the scale and proportions of the host dwelling and not lead to the introduction of an overly dominant feature.

**(ii)** Any external facing materials and detailing should respect that of the host dwelling.

**(iii)** Exposed basements and lightwells should not result in an unacceptable loss of neighbour amenity through loss of light and privacy.

**(iv)** Potential impacts on the root systems to trees, particularly in cases where there are trees covered by Tree Preservation Orders.

**(v)** Whether the proposal would lead to an increase in flood risk (see Section 12) or interfere with groundwater conditions.

**(vi)** In Green Belt locations that this form of development is subject to the same level of control as that above ground (see Section 10).

### **Driveways, Hardstandings and Decking**

8.16 In addition to the general guidance outlined in Section 7, and in particular that regarding access and parking, householder development proposals which concern driveways and hardstandings should give consideration to the impact that this form of development can have on the street scene. In locations where the presence of a front garden and/or yard contributes towards the character of an area then its loss can lead to the blurring of the distinction between a dwelling and the public realm harming local distinctiveness.

8.17 Householders should be aware that proposals for hard surfacing between the principal elevation<sup>1</sup> of a property and a highway which exceeds 5 square metres, and that does not make provision for permeability<sup>2</sup> would require planning permission.

8.18 To address potential surface water flood risk (see Section 12) permeable surfacing should be utilised. Permeable surfaces would include (grass, a combination of paving stone and grass as well as loose gravel). It is important to note that paving will generally include a sub-base layer to reinforce the ground and to stop the movement of the top layer occurring. Therefore in order for the surfacing to be permeable this sub-layer will also need to allow water to pass through.

8.19 The use of decking has become a popular addition within private amenity spaces, and in some cases does not require planning permission (see Section 3). As a general principle any proposed decking should be sited in a way which will not give rise to an unacceptable level of overlooking into neighbouring properties or their private amenity space – where permission is required then this will be an important element in its consideration. In designing and assessing this kind of development careful consideration should therefore be given to differences in ground level

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<sup>1</sup>In most cases, the part of the house which fronts (directly or at an angle) the main highway serving the house. 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 this will be what is understood to be the front of the house.

<sup>2</sup> Either through the materials used or inclusion of drainage measures to direct run-off to a permeable or porous area of surface within the curtilage of the property.

between sites, whilst if fencing is proposed around the decking then this should not result in overbearing or overshadowing effects.

### **Boundary Treatments**

8.20 Boundary treatments such as walls, fences, hedges and gates can provide definition between public and private spaces. In some cases new walls, gates and fences will not require planning permission (see Section 3). The general principles to guide the choice of boundary treatment and where permission is required the aspects against which a proposal would be considered include:

**(i)** Whether the scale, height and choice of material is in keeping with the character and appearance of the dwelling and surrounding area, and is not considered as too intrusive – particularly important where a treatment is proposed on a corner plot.

**(ii)** Whether the proposed treatment would create an oppressive appearance. This is particularly important where a particular treatment is proposed for security reasons.

**(iii)** A well thought out boundary treatment should create a sense of enclosure, help to define public and private space but not reduce the amenity within properties or private amenity space through overbearing and overshadowing effects.

## **9.0 Heritage Issues**

- 9.1 This section of the SPD sets out specific guidance on heritage issues as part of householder development proposals. This section should be read in conjunction with Section 7 which provides general design guidance and also with relevant parts of Section 8 where further detail for specific development types is set out.
- 9.2 Newark & Sherwood is host to a wide number and varied type of heritage assets which individually and collectively make significant contributions to the District's distinctive identity. The District's outstanding heritage is reflected in over 1300 Listed Buildings, 47 designated Conservation Areas (see Appendix 2 for a list of Conservation Areas and a link to the webpage hosting their maps), 72 Scheduled Ancient Monuments and many Registered Parks and Gardens. In addition to those assets formally recognised through a designation there are also numerous non-designated heritage assets. As recognised within the national planning policy heritage assets are an irreplaceable resource and their conservation should be provided for in a manner which is appropriate to their significance.

### **Householder development and heritage**

- 9.3 The National Planning Policy Framework (NPPF) details that in considering the impact of a proposed development on the significance<sup>1</sup> of a designated heritage asset<sup>2</sup>, great weight should be given to the asset's conservation, with the level of weight increasing in line with the importance of the asset. Householders should be aware that Listed Buildings and Conservation Areas (including the buildings within them) are designated heritage assets.
- 9.4 Where a householder proposal would lead to the substantial harm to, or total loss of, the significance of a designated heritage asset then the NPPF requires that the Local Planning Authority should refuse consent unless it can be demonstrated that this is necessary to achieve substantial public benefits that outweigh that harm or loss, or that the criteria set out at Paragraph 133 of the Framework applies.
- 9.5 In cases where a proposal will lead to less than substantial harm to the significance of a designated heritage asset then this harm should be weighed against the public benefits of the proposal, including securing its optimum viable use.
- 9.6 Where a householder development proposal affects a non-designated heritage asset a judgement will need to be reached having regard to the scale of the harm or loss from the asset and its significance. Non-designated heritage assets involve a matter of judgement and so applicants are advised to seek advice from the Council prior to submitting a proposal. This includes assets, such as good examples of historical architecture or well preserved outbuildings, which are identified as having a degree of significance and that merit consideration in planning decisions but which are not formally designated.
- 9.7 In line with national policy Core Policy 14 'Historic Environment' of the Core Strategy DPD and Policy DM9 'Protecting and Enhancing the Historic Environment' in the Allocations & Development

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<sup>1</sup> The sum of the heritage interests that a heritage asset holds is referred to as its significance.

<sup>2</sup> May be any building, monument, site, place, area or landscape, or any combination of these.

Management DPD all householder development proposals concerning heritage assets will be expected to secure their continued protection or enhancement, contribute to the wider vitality, viability and regeneration of the areas in which they are located and reinforce a strong sense of place. Given the major contribution of heritage assets to the local distinctiveness of an area householder proposals should, in line with Policy DM6, respect the character of the surrounding area including the significance and setting of any heritage assets.

### **Planning Application Requirements**

- 9.8 Where a householder development proposal directly concerns a listed building or is located within a Conservation Area then the District Council will require a Heritage Statement as a validation requirement. The level of detail necessary is however proportionate to the assets importance and should be sufficient to understand the potential impact of the proposal. This will also be the case for a non-designated heritage asset; however it may not always be the case that the status of the asset is identified until the application is submitted therefore a heritage statement may be requested once the application has been submitted.
- 9.9 In addition proposals that concern a Listed Building also need to prepare and submit a Design and Access Statement (further detail over what should be included in a Design and Access Statement is available through the link below), this is also the case in Conservation Areas for the provision of a building or buildings where the floor space created by the development is 100 square metres or more.

<http://www.newark-sherwooddc.gov.uk/validationchecklists>

### **Listed building consent**

- 9.10 In cases where a householder development proposal affects a listed building applicant's should **note** that listed building consent may be required. Including in some circumstances where the proposed works would **not** require planning permission.
- 9.11 Listed building consent would be required for any works which alter the special architectural or historic interest of the building. Any structure within the curtilage of the site is included within this definition of 'building'. Such consent **must** be obtained prior to any works being carried out. Typical examples of householder projects where listed building consent would be required include, but are not limited to:
- Alterations to the external appearance of a property.
  - Alterations to the physical characteristics of the building (both internally and externally).
  - Demolition of any part of the building (including interior partitions).
  - Extension of a listed building.
  - Replacement/alteration of windows, doors and roof lights.
  - Painting of previously unpainted surfaces.
  - Addition of any type of cladding.
  - Attachment of objects to the building e.g. satellite TV dishes, meter boxes, burglar alarms and external lights etc.
  - Replacement or alteration of gates and boundary walls.

- Roof alterations.

9.12 Prior to undertaking works to a listed building it is advised that advice be sought in writing from the District Council. To assist in the provision of this advice householders should submit sufficient information including plans and/or photographs. Further information on listed building consent and how to apply can be found through the link below.

<http://www.newark-sherwooddc.gov.uk/planning/listedbuildings>

9.13 The heritage assets most commonly affected by householder development proposals are listed buildings and Conservation Areas, the following section provides additional detail on designing and assessing householder proposals in these circumstances.

### **Listed buildings**

9.14 Applications for works to a listed building will always need to be assessed on a case-by-case basis with the acceptability of a proposal directly linked to the individual character, form, layout and detailing of the specific asset. Any householder proposal will therefore be required to demonstrate, within a Heritage Statement, that the significance of the building has been understood and conserved, that the proposal is compatible with the fabric and setting of the building and that a high level of design and detailing has been provided for. Impacts on the special architectural or historical interest of the building will require justification.

9.15 Where previous unsympathetic alterations have taken place to a listed building this should **not** be viewed as setting a precedent for further poorly considered works. Should original detailing have been lost then where appropriate and reasonable its reinstatement would be sought.

9.16 Householders are advised to seek pre-application advice prior to submitting a planning application or listed building consent (see Section 4).

### **Conservation Areas**

9.17 There are 47 designated Conservation Areas across the District and householder proposals within these areas will be expected to demonstrate, within a Heritage Statement, a good understanding of the heritage significance of the host building (relating to its form, layout, design and detailing), how this relates and contributes to the wider Conservation Area and provide for a high level of design and detailing that preserves and/or enhances the character of the Conservation Area. Where a Conservation Area Character Appraisal has been produced then the design and assessment of a proposal should be informed by this document. A list of Conservation Areas and details of Character Appraisals can be viewed through the link below.

<http://www.newark-sherwooddc.gov.uk/conservation/conservationareas>

9.18 In addition to the general design guidance set out in Section 7 and the advice for specific development types provided in Section 8 the design and assessment of householder proposals within Conservation Areas should also have regard to the following general principles:

- (i) The need for a high standard of design and in most cases the use of materials and detailing which matches the host dwelling.

**(ii)** The use of modern design and detailing in cases where the scale and exceptional design would enable the special character of the host dwelling or surrounding area to be better conserved. An example where a modern, lightweight approach would allow the original building form to be more clearly distinguished. Where a contemporary approach is proposed householders are advised to seek pre-application advice prior to the submitting of a planning application (see Section 4).

#### **Additions to dwellings**

**(iii)** Where the symmetry of an individual, pair or group of dwellings contributes to the character of the Conservation Area whether the loss of this symmetry through an addition to the dwelling would be harmful to the character and appearance of the designation.

**(iv)** Where a strongly defined building line contributes to the character and appearance of the Conservation Area whether its disruption would be harmful.

#### **Roof alterations**

**(v)** The roof form and pitch of an extension should in most cases reflect that of the host dwelling, particularly in locations visible from the street, and should be read as a clear addition to the building. Flat roofs would normally be unacceptable, due to the likely detrimental impact on the street scene, unless the host building already has a flat roof.

**(vi)** Alterations to the shape of a roof which use unsympathetic materials and the loss of original features can have a detrimental impact on the appearance and character of a Conservation Area. Where there are original / historic decorative features at roof level (e.g. dormers, ridge tiles and lantern lights etc.) proposals should seek to retain these.

**(vii)** Where the insertion of dormers is proposed within a Conservation Area then this should be appropriate to the architectural character of the individual building and the special characteristics of the Conservation Area.

**(viii)** Rooflights should be of a traditional proportion, design and construction utilising a slim steel or cast iron frame and located in a discrete manner which will not detrimentally impact on the street scene.

**(ix)** Solar panels can have a harmful effect on the character and appearance of a Conservation Area, particularly when sited on a street facing roof elevation and should therefore be located in areas which have the least impact on the special characteristics of the Conservation Area.

#### **External materials**

**(x)** The use of external materials and detailing which respect those found on the host dwelling, in most cases this will mean the use of traditional materials. For example in the case of glazing the use of timber, steel or cast iron window frames.

**Other structures / alterations**

**(xi)** Where ancillary structures are proposed to the front elevation of dwellings within the Conservation Area the harm to the appearance and continuity of the street scene should be considered.

**(xii)** The loss of boundary walls which contribute to the character of the Conservation Area can be harmful to the designation. Where a replacement is proposed the use of traditional materials which are in keeping with the surrounding area will be encouraged.



## 10.0 Green Belt

- 10.1 This section of the SPD sets out further guidance on how the impact on the Green Belt will be assessed as part of householder development proposals. Where a householder proposal is located within the Green Belt then its design and assessment should **also** take account of relevant information set out in earlier sections of this SPD.

### **Purpose of the Green Belt**

- 10.2 The aim of national Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of the Green Belt are its openness and permanence. The Green Belt serves five purposes:
- To check the unrestricted sprawl of large built-up areas;
  - To prevent neighbouring towns merging into one another;
  - To assist in safeguarding the countryside from encroachment;
  - To preserve the setting and special character of historic towns; and
  - To assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

### **Extent of the Green Belt**

- 10.3 The extent of the Nottingham-Derby Green Belt within Newark & Sherwood is shown in the diagram in Appendix 1. The designation extends across the south west of the District from Rainworth to Gunthorpe. Blidworth, Lowdham and Bulcote are 'inset' from the designation by settlement boundaries. Within these boundaries green belt policy does not apply. The main built up area of Gunthorpe is also excluded from the Green Belt but does not have a settlement boundary defined. Development proposals within the main built up area of this village is subject to Spatial Policy 3 'Rural Areas'.
- 10.4 Locations within the Green Belt not mentioned above are 'washed over' by the designation and so subject to Spatial Policy 4A 'Extent of the Green Belt' and Spatial Policy 4B 'Green Belt Development' of the Core Strategy, as well as national Green Belt policy set through the National Planning Policy Framework. The current extent of the Green Belt within the District was established through the adoption of the Allocations & Development Management Development Plan Document in July 2013.

### **Householder development in the Green Belt**

- 10.5 Permitted development rights (see Section 3) are unaffected by a site being located within the Green Belt (provided that these rights have not been removed for other reasons). Where planning permission for a householder proposal is necessary, or has been applied for, then Spatial Policy 4B defers to national policy for its consideration in Green Belt terms.
- 10.6 As detailed within the NPPF, inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in 'very special circumstances'. As a result, in considering applications, substantial weight will be given to any harm to the Green Belt. Very special circumstances are usually factors that bring other benefits, in the public interest, that outweigh the loss of Green Belt.

- 10.7 The extension or alteration of a building may not constitute inappropriate development within the Green Belt, provided that it does not result in disproportionate additions over and above the size of the original building<sup>1</sup>. There is no set figure as to what would represent a 'proportionate addition' to a dwelling with each case being considered on its merits and with its unique characteristics needing to be taken account of. The following aspects are however important considerations in coming to a conclusion over whether a proposal is proportionate or not:
- (i) The increase in floor space, volume and footprint which would occur.
  - (ii) The level of impact that this would have on the openness of the Green Belt.
  - (iii) Whether the proposal would be out of proportion with the **original** dwelling in terms of its form, bulk or prominence.
  - (iv) Where previous additions have taken place then an assessment will need to be made over whether the further proposal would result in a cumulatively disproportionate level of addition over and above the original dwelling. This is in order to prevent the successive expansion of development which could over time harm the openness of the Green Belt.
- 10.8 It should be **noted** that openness refers to the absence of development and is not purely an assessment over the landscape and/or visual impact of a proposal. Whilst an addition may not be visible from public viewpoints, if it is disproportionate it can still harm the openness of the Green Belt and amount to inappropriate development.

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<sup>1</sup> 'Original' means the dwelling as existing on 1st July 1948, if no dwelling existed on that date, then 'original' means the dwelling as first built after 1st July 1948.

## **11.0 Open Countryside**

- 11.1 Sites outside of places with defined settlement boundaries, the Green Belt and the main built up areas of villages without settlement boundaries are within the open countryside.
- 11.2 The location of a site within the open countryside does not affect the extent of permitted development rights (unless they have been removed for other reasons) or the principle of householder development. However it is important that the design and assessment of householder proposals take account of the potential visual and landscape impact of development on the open nature of the countryside, in line with Core Policy 13 'Landscape Character' and criterion 6 of Policy DM6 'Householder Development'.
- 11.3 Guidance provided in earlier sections of this SPD will be helpful to householders in designing schemes to meet these requirements and in guiding their assessment. In addition, the Landscape Character Assessment (LCA) SPD provides a District-level assessment of landscape character which explains the differences between landscapes based around a sense of place, local distinctiveness, characteristic wildlife, and natural features. The SPD identifies specific Landscape Policy Zones (LPZs) and related actions and the LCA will play an important role in the planning framework and in decisions over new development. In designing and assessing householder development proposals the LCA SPD should therefore guide the consideration of landscape character impact. The SPD can be viewed through the link below.

<http://www.newark-sherwooddc.gov.uk/spds>

## 12.0 Flood Risk and Water Management

12.1 Whilst the typical scale of most householder development means that it is unlikely to raise significant flood risk issues on its own it is important that it is designed to manage surface water impacts and that flood risk is not increased elsewhere, in line with Core Policies 9 and 10.

12.2 The Planning Practice Guidance which sits alongside the NPPF details that minor development is unlikely to raise significant flood risk issues unless:

- There would be an adverse effect on a watercourse, floodplain or its flood defences;
- It would impede access to flood defence and management facilities; or
- The cumulative impact of such development would have a significant effect on local flood storage capacity or flood flows.

12.3 Minor development is defined in the Planning Practice Guidance as including householder development such as sheds, garages, games rooms etc. within the curtilage of the existing dwelling, in addition to physical extensions to the existing dwelling itself. This definition excludes any proposed development that would create a separate dwelling within the curtilage of the existing dwelling.

12.4 Standing advice issued by the Environment Agency should be followed to ensure that additions or alterations are designed and constructed to conform to any flood protection already incorporated in the property, and include flood resilience measures in the design. The advice also sets out that:

**(i)** Householder and other minor extensions in Flood Zones 2 and 3 should submit an Environment Agency's Flood Risk Assessment. Information on Flood Zones and the Flood Risk Assessments are set out below:

Environment Agency flood mapping;

<http://apps.environment-agency.gov.uk/wiyby/37837.aspx>

Householder Flood Risk Assessment;

[https://www.gov.uk/government/uploads/system/.../LIT\\_9955.pdf](https://www.gov.uk/government/uploads/system/.../LIT_9955.pdf)

**(ii)** Householder development proposals in other areas carry a low probability of flood risk issues and it is unlikely that a Flood Risk Assessment will be required except for the installing of hard surfaces.

12.5 Householder proposals for hard surfacing within a front garden<sup>1</sup> which exceed 5 square metres and do not make provision for permeability (either through the materials used or inclusion of drainage measures to direct run off to a permeable or porous area or surface within the curtilage of the dwellinghouse) would fall outside of permitted development rights. As a result in such instances the use of traditional materials, for example concrete, where no provision is made for permeability will require planning permission. To help guide householders the Department for Communities and

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<sup>1</sup> Taken to be the area of land between the front walls of the house and the highway

Local Government (DCLG) have produced a paving guide which can be viewed through the link below.

<http://www.communities.gov.uk/publications/planningandbuilding/pavingfrontgardens>

12.6 Additions within an area prone to flooding should ensure that the proposal utilises:

**(i)** Flood resistance or dry-proofing measures which would stop water from entering a building; or

**(ii)** Flood resilience or wet proofing measures which accept that water will enter a building but that through careful design will minimise damage and allow the re-occupancy of the building quickly.

12.7 DCLG advice on improving the flood performance of new buildings is available through the link below.

[www.planningportal.gov.uk/uploads/br/flood\\_performance.pdf](http://www.planningportal.gov.uk/uploads/br/flood_performance.pdf)

12.8 Regardless of whether planning permission is required applicants should be aware that they may need to seek separate consent from the appropriate flood or water management body. In the case of a watercourse that an Internal Drainage Board is responsible for any works which will affect the course itself, or the access to it, will require the consent of the relevant Board. Work affecting an 'ordinary watercourse' requires the consent of the Lead Local Flood Authority (in this case Nottinghamshire County Council). Whilst for main rivers development within 8 metres of the top of a river bank will require prior consent from the Environment Agency. For further advice/information applicants should seek the advice of the relevant body.

Environment Agency:

<https://www.gov.uk/flood-defence-consent-england-wales>

[Lead Local Flood Authority \(Notts County Council\):](#)

<http://www.nottinghamshire.gov.uk/enjoying/countryside/flooding/lead-local-flood-authority/>

Upper Witham Internal Drainage Board:

<http://www.uwidb.co.uk/>

Trent Valley Internal Drainage Board:

<http://www.ioadb.co.uk/TVIDB/>

## **13.0 Biodiversity & Ecology**

- 13.1 The District is host to a wide range of biodiversity designations including the Birklands and Bilhaugh Special Area of Conservation (SAC), Sites of Special Scientific Interest (SSSIs), Sherwood Forest National Nature Reserve, Local Nature Reserves and numerous Local Wildlife Sites (LWS), formerly known as Sites of Interest for Nature Conservation (SINCs). In addition to these designations there are also habitats which support a variety of protected and priority species listed in the United Kingdom Biodiversity Action Plan (UKBAP).
- 13.2 Just as with other forms of development householder proposals can give rise to biodiversity and ecological impacts. The NPPF highlights that in determining applications local planning authorities should aim to conserve and enhance biodiversity with Core Policy 12 and Policy DM7 setting out the approach in local planning policy. **Prior** to submitting a proposal it is advised that applicants check whether their site is affected by any biodiversity or ecological designations. Further information on these designations can be found through the links below.

Local Wildlife Sites:

<http://info.nottinghamcity.gov.uk/insightmapping/#>

Where a site is subject to LWS status then it is advised that the applicant contact Nottinghamshire Biological and Geological Record Centre (NBGRC) to obtain further information:

<http://www.nottinghamcity.gov.uk/article/1048/Contact-Nottinghamshire-Biological-and-Geological-Record-Centre-NBGRC>

Natural England:

<http://www.naturalengland.org.uk/ourwork/conservation/default.aspx>

United Kingdom Biodiversity Action Plan:

<http://jncc.defra.gov.uk/page-5705>

- 13.3 Dwellings and their gardens can provide a habitat for a range of species, with birds and bats being of particular importance. All species of bats and their roosts, some bird species and all bird's nests when they are being built or occupied are protected under UK and EU legislation. The presence of a protected species will be regarded as a material consideration in the determination of any planning application.
- 13.4 Maintaining the favourable conservation status of protected species will be a priority but it should not be inferred that the presence of a protected species would always prohibit development, the use of well-designed solutions can make provision for protected species. In determining applications the NPPF sets out that 'if significant harm resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, and then planning permission should be refused'.

- 13.5 Householder proposals should take account of all relevant national legislation and guidance including the Wildlife and Countryside Act 1981 and the Conservation of Habitats and Species (Amendment) Regulations 2012 (see links below)

<http://www.legislation.gov.uk/ukpga/1981/69>

<http://www.legislation.gov.uk/uksi/2012/1927/regulation/20/made>

- 13.6 Proposed developments should be carried out in line with guidance provided by Natural England and the Bat Conservation Trust. Where an ecological survey is requested then this should be carried out by a suitably experienced person or group. Further guidance is available to view through the links below.

[http://www.naturalengland.org.uk/Images/BreedingBirds\\_tcm6-21703.pdf](http://www.naturalengland.org.uk/Images/BreedingBirds_tcm6-21703.pdf)

[http://www.naturalengland.org.uk/Images/Bats\\_tcm6-21717.pdf](http://www.naturalengland.org.uk/Images/Bats_tcm6-21717.pdf)

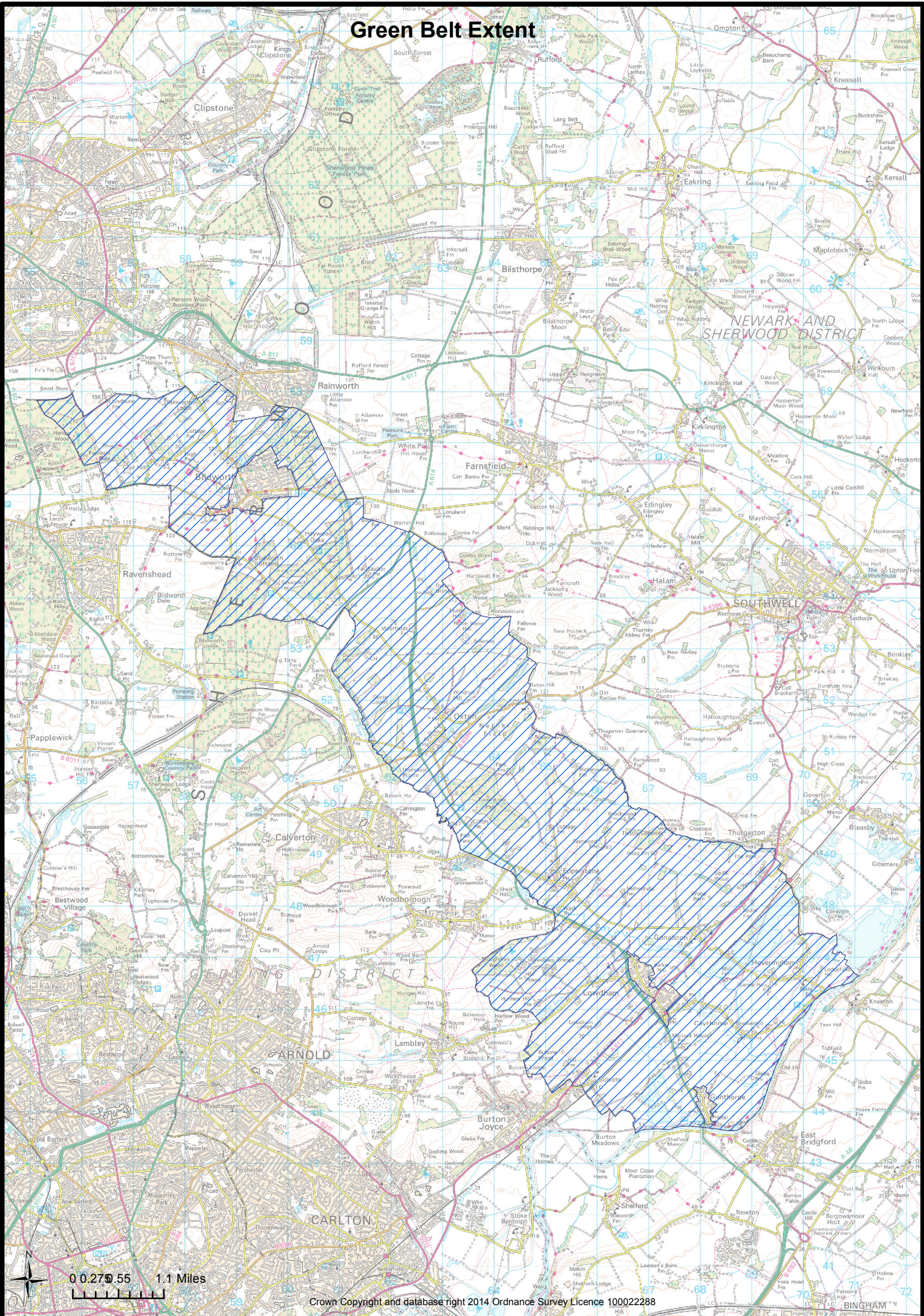
<http://publications.naturalengland.org.uk/publication/69046?category=31008>

<http://www.bats.org.uk/pages/batsurveyguide.htm>

**Appendix 1 – Green Belt Extent Diagram**



# Green Belt Extent



0.275 Miles 1.1 Miles

## Appendix 2 – Conservation Areas

The following settlements in Newark & Sherwood District contain Conservation Areas:

Averham,  
Balderton,  
Barnby in the Willows,  
Besthorpe,  
Bilsthorpe,  
Bleasby,  
Blidworth,  
Boughton,  
Bulcote,  
Carlton on Trent,  
Caunton,  
Coddington,  
Collingham,  
Eakring,  
East Stoke,  
Edwinstowe,  
Egmanton,  
Elston,  
Epperstone,  
Farndon,  
Farnsfield,  
Fiskerton,  
Girton,  
Halloughton,  
Hoveringham,  
Kelham,  
Kersall,  
Kirklington,  
Kirton,  
Kneesall,  
Laxton,  
Lowdham,  
Maplebeck,  
Morton,  
Newark,  
Norwell,  
Ollerton,  
Oxton,  
South Scarle,  
South Clifton,  
Southwell,  
Sutton-on-Trent,  
Thurgarton,  
Upton,  
Walesby,  
Wellow,  
Winthorpe

To see maps of these Conservation Areas, as well as a map showing the whole District's conservation areas, see the Council's website (see web link below)

<http://www.newark-sherwooddc.gov.uk/conservation/conservationareas/>