

## 5. GUIDELINES FOR THE DESIGN OF LOFT CONVERSIONS

Many properties on the Estate have lofts which could potentially be used as additional living space. Roof lights or dormer windows are required to provide natural light and these changes require approval.

Loft conversions are subject to a variety of rules and regulations and it is essential to seek expert professional advice. Structural design, access, means of escape, thermal insulation and other issues are subject to the building regulations and require local authority approval. Planning permission may also be required.



*Suitable dormer example*



*Design should reflect first floor windows*

### General

Proposals for a loft conversion should be in keeping with the original design of the property and where appropriate, to properties in the vicinity. Consult a specialist loft company or an architect who will carry out a detailed measured survey and can advise on building regulations.

Roof extensions and proposals to change the profile of the roof (for example Mansard roofs) are unlikely to be approved because of the effect on local character and amenity.

Roofs can be a significant area of heat loss and increasing levels of insulation in your roof is a good place to start improving the energy efficiency of your home. The added benefit is that increasing insulation can also help to keep your house cooler in the summer.

You can add more insulation internally without the need for a permit application. The new building regulations Part L1

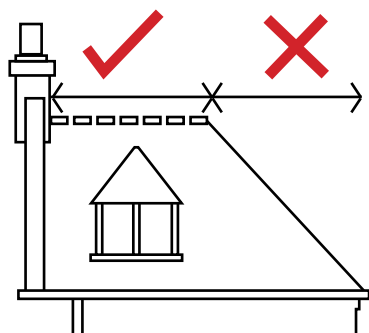
has increased the recommended insulation levels for homes. Increasing insulation levels can require additional ventilation to avoid damp issues and therefore you should always use a reputable installer and seek professional advice.

If you are replacing your roof covering material and wish to add insulation above your rafters, you will need to apply for a permit from the Scheme of Management. You would be required to send drawings showing the interface details such as the eaves, party walls and gables to ensure that the external appearance of your property is not affected. Roof ventilators should be discrete and in keeping.

In the UK bats and their roosts are protected by law and the presence of bats in any building can never be entirely ruled out. Bat surveys are now a common planning requirement and further advice can be found at the Bat Conservation Trust website.

## 5. GUIDELINES FOR THE DESIGN OF LOFT CONVERSIONS CONT.

Locate the dormer under the main ridge Not acceptable under the hipped end



### REAR DORMER FOR HOUSE WITH REAR ADDITION



Two storey rear addition: Dormer must not exceed 50% of the roof width

#### Dormer windows

Traditional dormer windows do not dominate a roof and therefore as a general rule, the width of the dormer should not exceed half the width of the roof and the height of the dormer should not exceed half the height from eaves to ridge.

Please note that the as-built dormer dimensions must relate to the actual roof dimensions and your installer should check this. The proportions of the house need to be considered. Large, detached properties may require two or three dormers rather than one large dormer, in order to reduce the scale and this may be less than

50% of the width of the roof. Properties with rear two-storey additions are a special case. See diagram A for an acceptable template for these projects. The rear dormer width may need to be less than 50% of the width of the main roof to ensure that the size does not dominate.

In order to ensure that the loft conversion does not spoil the character of an individual house and/or groups of houses, the design of the dormer window should comply with the following:

- It should be located at the rear and not, generally, at the front or side of the property.

- The size should be in proportion to the size of the roof and should complement the style and period of the property.
- On properties with rear additions, the dormer should be no higher than the ridge of the back-addition roof. Party walls should not be raised.
- No form of balcony or external terrace should be included.
- No external rainwater gutters or down pipes should be visible and UPVC fascias are not suitable.

- Windows must match the main house in material and fenestration design. White painted timber is most common, but good quality dark grey powder coated aluminium to match the dark grey zinc or lead cladding material colour may be acceptable subject to detail. High quality heritage UPVC windows, which are very similar to timber, may be acceptable in some cases where maintenance access is difficult. Cladding materials should match or complement the existing roofing. Generally, lead or dark grey zinc cladding are preferred over slate or tile, as these are in keeping, low maintenance and concealed gutters can be more easily achieved.

- For general roof repairs refer to Guideline 6.

Recognising the need to improve the insulation for existing historic dormers an additional allowance of 50mm to the height and 75mm to each side (150mm total width) can be added above the 50% width and height, subject to the provision of 1:20 details demonstrating that this is for insulation purposes, and a statement regarding the building regulations compliant thermal performance of the dormer.

## 5. GUIDELINES FOR THE DESIGN OF LOFT CONVERSIONS CONT.



*In-line in slate roof*



*In-line in clay tile roof*

### Roof lights

Rooflights should be in keeping and prominently seen rooflights to the main roof of the house are to be conservation products of an appropriate size.

Please note the following when making an application for a roof light:

- New roof lights in the front of a property that are visible from the street will not be permitted.
- If an original roof light in the front of a property is being replaced, please send an image and the dimensions of the original to the Scheme of Management Office. A conservation type roof light of the same size in the same place does not require a permit, but please provide a record of what you have replaced.
- Small roof lights may be acceptable at the side of the house if set back from the road. A conservation roof light should be specified.
- Roof lights at the rear of the property will be approved as long as they do not dominate the roof.
- Roof lights which open to form a balcony will not be approved.

Rooflights are a source of heat loss and solar gain and you should consider energy efficient products with double or triple glazing, high performance frames and leak proof fixing methods.

### WHAT TO INCLUDE IN YOUR APPLICATION

- Drawings in support of the application must include construction detail at a scale of not less than 1:20 and must accurately show the front and side elevations, and a section through the dormer including the internal floor level.
- Detail drawings are required to demonstrate that rainwater will be discharged via concealed gutters and carefully designed roof falls.
- Additional design drawings may be requested in order to fully understand the design and construction details.
- A statement regarding the building regulations compliant thermal performance of the dormer.
- The materials and frame details for the windows and digital samples of the cladding must be provided.