

# Supplementary Planning Document Residential Development Standards

Adopted March 2010

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# I. INTRODUCTION

**1.1** This guidance is indicative of the Council's general approach on this subject and is not intended to stifle sensitive and imaginative design. Because of the diversity in residential character, house type and architectural style within the Borough, it is neither possible nor desirable to cover every type of change or eventuality for new residential development.

**1.2** With listed buildings greater care and attention is required. More restrictive policies will apply and Listed Building Consent may be required so please contact the Council for further advice. Where necessary in this document, additional design guidance is highlighted for **conservation areas** and **historic buildings** (both Listed Buildings and Buildings of Townscape Merit) applies to listed buildings.

## STATUS OF DOCUMENT

**1.3** This Supplementary Planning Document (SPD) is for homeowners, architects and builders undertaking residential development, and for officers and members of the Council to guide and promote high quality sustainable design, even when planning permission may not be required. It is a material consideration when determining planning applications, having been through public consultation\*, and will be used to refuse proposals on the grounds of poor design.

## PLANNING POLICY

**1.4** The SPD supplements adopted policies within the Local Development Framework. The Core Strategy sets out strategic planning policy requirements for residential development (**CP7, CP14**). Development control policies relating to residential amenity (**BLT15, BLT16**), space standards, layout and type of housing (**HSG11, HSG14, HSG18, BLT11**), forecourt parking and off-street parking (**BLT28, TRN5**) and whether the design, scale and form has an adverse impact on the setting of the historic environment (**BLT2, BLT3, BLT4**) or views along the street in general (**BLT11, BLT12**) are all set out in the Saved Unitary Development Plan. These will eventually be superseded by similar policies within the Development Management DPD regarding residential design and sustainable construction. Proposed policies in the emerging Development Management DPD include: Retrofitting; Flood Risk; Living Roofs; Sustainable Drainage; Housing Standards; Design Quality; Neighbourliness,



Sunlighting and Daylighting; and Balconies and Upper Floor Terraces.

**1.5** The SPD sets out guidance in the current policy context. Much of the guidance is also shaped by other policy documents that may be updated, including that produced by the Council and London-wide guidance. The further information section at the end will be updated separately to signpost other relevant guidance.

## DESIGN GUIDANCE FOR INFILL DEVELOPMENT AND BACKLAND DEVELOPMENT

**1.6** Design guidance for Infill Development and Backland Development, in addition to the relevant standards in this document, can be found in the Council's '[Small and Medium Housing Sites SPD](#)'. General guidance on good home design is also contained within that document.

\*Originally prepared as the Residential Design Standards SPD combined with the Household Extensions SPD



## 2. GENERAL PRINCIPLES

### BALANCING NEED AND IMPACT

**2.1** Councils have to ensure that, on balance, residential permissions:

- Are of a high quality and built to a high standard (paragraph 10 of PPS3\*\*)
- Are not accepted if inappropriate to context or the character of the area (paragraph 13 of PPS3\*\*)
- Complement the surrounding area and public realm and are adaptable to climate change (paragraph 16 of PPS3\*\*)

**2.2** Extensions and conversions can make more effective use of urban land for modern living needs and well considered alterations to dwellings which complement the appearance of a property can often increase their value. However changes can harm the amenity of neighbouring occupiers through increased noise, disturbance and activity due to an intensification of use.

### ACHIEVING GOOD DESIGN

**2.3** The Council will consider issues such as:

- the scale of the proposal;
- how much of the rear garden or yard will be covered;
- the effect on the character and pattern of the surrounding area and whether it can be seen from the street;
- parking levels and the layout of front gardens;
- safety and security issues;

- proposed new living conditions, outlook and privacy and the effect on neighbours' amenity;
- sustainability and environmental issues;
- whether it is subordinate (where necessary) to the main dwelling on the plot, and
- the quality of the detailing and materials proposed.

### CAREFUL REPAIR AND REPLACEMENT

**2.4** The retention, restoration and repair of architectural features including windows and doors should be considered in the first instance.

**2.5** It is preferable to retain original exposed brickwork, particularly on **historic buildings**, and the Council discourages painting or rendering. When repairing or rebuilding, it is best to use bricks, bonding and pointing that match the existing building, preferably with a lime based mortar mix.

**2.6** Replacement windows and doors are most appropriate where their style and detail, height and depth of opening, proportions, position and thickness of glazing bars, and materials are traditional or in keeping with the original building. Painted timber is generally the preferred material, particularly in **conservation areas**. There is a presumption, where consent is required, against the use of uPVC (plastic) windows and doors. New windows and doors should line up with existing lintels and openings.

\*\* The Government's national planning policies on housing is set out in Planning Policy Statement 3 (PPS3)

# 3. RESIDENTIAL AMENITY STANDARDS

## 3.1 NEIGHBOURLINESS

### Sunlight and daylight

- 3.1.1** If no substantial loss of sunlight or daylight to adjoining dwellings and gardens occurs residential development will generally be acceptable subject to the overall design quality, impact on the character of the area and sustainability of the proposal.
- 3.1.2** Residential development should create good living conditions and should not cause any significant loss of daylight or sunlight to habitable rooms or gardens in neighbouring properties. In deciding the acceptability of proposals the council will be guided by the Building Research Establishment (BRE) standards. Regard will also be made to the impact on residential amenity and the patterns of use of the rooms and gardens.

### Sense of enclosure

- 3.1.3** New dwellings or residential development which create an unacceptable sense of enclosure or appear overbearing when seen from neighbouring gardens or rooms or from the street will not be permitted. This could be due to the height, footprint or proximity of the proposals to the surrounding area.

## 3.2 PRIVACY AND SPACE BETWEEN BUILDINGS

- 3.2.1** Windows should not overlook a habitable room or garden of a neighbouring dwelling to an unreasonable degree. However public spaces and communal areas can benefit from overlooking from new dwellings due to passive surveillance. The degree of overlooking is affected by distance and the horizontal and vertical angles of view.
- 3.2.2** Distances between habitable rooms of different units that directly face each other will be dependent on existing character and built form of the area. To ensure there is no significant loss of rear garden space nor an unacceptable sense of enclosure to the surrounding area is created, proposals that cover the existing garden space of

a plot by 50% or more will not normally be permitted.

- 3.2.3** Additional guidance on separation distances for new dwellings can be found in chapter 4 of the Council's '[Small and Medium Housing Sites SPD](#)'.
- 3.2.4** Design solutions such as the use of angled windows or obscure glazing can often overcome adverse overlooking to existing residential properties. However if these architectural techniques are necessary across a large proportion of a building frontage then a blank facade will be created which could adversely affect the character and appearance of the dwelling and reduce natural surveillance to the street.
- 3.2.5** Generally rooms needing less privacy such as kitchens and living rooms can face the street. Frosted windows can be used for bathrooms and smaller windows for bedrooms. Landscape planting can also help screen ground level rooms.
- 3.2.6** To prevent adverse overlooking and general unneighbourliness, windows should either be high level or omitted from any wall directly facing a neighbouring house or garden, depending on the distance and angles of view and the location of habitable rooms as highlighted in paragraphs 3.2.1 and 3.2.2.
- 3.2.7** Where houses are terraced or have small gardens the construction of a larger dormer window in the roof can seriously reduce the privacy of neighbours. Minimise overlooking by restricting the size and type of window and setting the dormer back from the eaves.

### Infilling of gaps

- 3.2.8** Development which would result in the significant reduction of an existing important space or gap between neighbouring houses, is not normally acceptable. This is particularly important for **conservation areas** and **historic buildings** where such infilling would result in the blocking of existing views of the sky or landscape behind pairs of semi-detached or detached houses within a suburban area. In conjunction with existing extensions to neighbouring buildings this can have a terracing effect on the street.

# 4. RESIDENTIAL SPACE STANDARDS

## 4.1 GARDEN AND PLAY SPACE

This includes amenity space, children's play areas, private and communal gardens, and front gardens.

### Amenity Space

**4.1.1** Sufficient on site outdoor amenity space must be provided in new residential developments. To provide adequate private amenity space, the Council will encourage a minimum of 5 sqm of private outdoor space for 1-2 person dwellings plus an extra 1 sqm should be provided for each additional occupant.

**4.1.2** The type and size of space will vary according to the size and use of the dwelling unit. Accommodation likely to be occupied by families with young children should have direct and easy access to a good sized private garden. The aspect, useability and sense of enclosure will all be taken into account in assessing whether the private garden provided sufficiently good living conditions.

**4.1.3** Ground level family units (of 3 or more bedrooms) within a block of flats should have larger private amenity spaces. Flats at upper levels may share a community garden and have a private balcony area, if of an acceptable design. In subdivided buildings, useable and accessible private outdoor space should be provided for as many new units as possible.

**4.1.4** Balconies should be designed as an integral part of the building's elevation to maximise a beneficial aspect, and not located in a position which results in unacceptable overlooking and loss of privacy to other units or existing nearby dwellings.

### Children's play areas

**4.1.5** All new residential development which may result in ten or more children living in the new units should provide suitable play space as part of the development scheme, based on 10 sqm per child in addition to general amenity space (see paragraph 4.1.1). The Council will use the Mayor of London's 'Providing children's and young people's play and informal recreation SPG' [www.london.gov.uk/priorities/young-people/early-years-family-support/spg-play-recreation](http://www.london.gov.uk/priorities/young-people/early-years-family-support/spg-play-recreation)



and the Council's [Planning Obligations Strategy](#) when calculating requirements.

**4.1.6** Play areas should contain safe equipment, be easily accessible and overlooked by family houses where possible, enclosed by fencing or railings.

**4.1.7** The Council may require a financial contribution in line with its [Planning Obligations Strategy](#) towards the provision of, or improvements to, play facilities. Regard should also be had to the Council's [Play Strategy](#).

**4.1.8** Where play areas are deficient, a planning obligation provision on or off site may be necessary

### Private and communal gardens

**4.1.9** Communal gardens should, as a minimum:

- Receive sunlight, even in the winter months, and sufficient shade in summer months,
- Be screened from parking areas,
- Be easily accessible to all occupants,
- Be overlooked by habitable rooms to ensure safety, and
- Have a landscape management and maintenance plan.

**4.1.10** The Council will not include driveway or parking areas, or small strips of land which would not provide adequate or useable areas.

**4.1.11** Private and shared gardens should also be sheltered from busy roads by being located to the rear of buildings, back to back, behind perimeter blocks or in courtyards. Back to back is best in providing defensible private spaces.

### Front gardens

**4.1.12** Front gardens are important features in the townscape and can contribute to biodiversity. They can give adequate privacy to ground floor windows, improve the setting of a dwelling and mediate between public and private space.

**4.1.13** The demolition of substantial part or all of a front garden boundary, removal of planting and the paving over of front gardens to provide residential car parking should be avoided. Permeable or porous surfacing should be used if paving over front gardens. Where original front boundaries and gardens have been removed, consideration should be given to the reinstatement of the original pattern, particularly for **conservation areas** and **historic buildings**.

**4.1.14** Where walls, fences or railings are rebuilt care should be taken to reflect the established boundaries on the street in terms of height, design and materials. Where there is no consistent boundary pattern to follow, simple enclosures consisting of iron railings and/or brick are usually preferred. However tall solid front boundaries can result in a defensive and hostile street environment, which is generally not characteristic of the Borough. In most instances, new front boundaries over 1.5m in height are unnecessary.

**4.1.15** See also [section 4.3](#) on parking.

## 4.2 INTERNAL SPACE AND LAYOUT

### Baseline standards

**4.2.1** The footprint and room sizes of all residential proposals should adequately reflect the use and type of accommodation. Where floor areas and room sizes do not meet the following baseline standards, it is up to the applicant to demonstrate the functionality of the rooms by portraying the main furniture items of conventional size in the floor plans.

Flat unit type	Net internal floor area*	Kitchen/Dining/Living area
Studio (1p)	30sqm	n/a
One-bed (1p or 2p)	45 sqm	22 sqm
Two-bed	60 sqm	24 sqm
Three-bed	70 sqm	27 sqm
Four +	85 sqm	30 sqm

\*excluding access and stairs

**4.2.2** For houses: the size of the plot, number of storeys and character of the area will affect dimensions but as a baseline for the internal floor area for two-bed houses should be at least 65 sqm net, and three-bed houses 75 sqm.

**4.2.3** For all types of small units (one-bed) the Kitchen/Dining/Living areas should be at least 22sqm.

**4.2.4** All types of dwellings suitable for families (3 or more bedrooms), should preferably have a separate kitchen of at least 8sqm, or kitchen dining room of at least 12.5sqm.

**4.2.5** In all dwellings the main bedroom (double) should be 12 sqm, at least 2.6m wide. Any single bedrooms should be at least 7 sqm.

**4.2.6** All rooms should preferably have a head height of at least 2.3m over a large majority of the floor area (over 50%).

**4.2.7** Conversions from single residential dwellings or a non-residential building into two or more units should not result in cramped awkward layouts or access arrangements. Generally buildings of less than 100sqm are unlikely to provide satisfactory layouts and will result in the loss of versatile housing suitable for families with children who need access to a garden. The subdivision of **historic buildings** or those in **conservation areas** should take account of original internal plan forms, special features and the external character and appearance of the area.

**4.2.8** Additional space standards produced by bodies such as Mayor of London/Greater London Authority or the Homes & Communities Agency will be used by the Council as a benchmark to assess applications.

### Access

**4.2.9** Flats must be self contained with their own private entrance door which leads either directly from the street at ground floor or off a common



entrance hall. Internal rooms should lead off a hallway or lobby to avoid passing between rooms wherever possible. Ideally access to flats within a converted building should be through the original main entrance, used as a shared hallway or lobby large enough to provide sufficient circulation space for resident's day to day needs including pushchairs, and luggage.

**4.2.10** Larger dwellings, particularly those for families (3 or more bedrooms) should be located on ground floors with private garden spaces, or direct safe access to communal amenity areas. For all flats, access to communal amenity areas should be provided as direct as possible, especially if no private amenity space such as a balcony or terrace is provided from a single aspect unit. In subdivided properties, it would be desirable to provide a larger unit on the ground floor with direct access to a private garden area which can meet the needs of family housing.

### Layout and storage

**4.2.11** The layout of flats should be designed so that rooms in different flats on different floors that are intended for similar purposes are in vertical alignment i.e. the stacking of bedrooms above bedrooms and living rooms above living rooms, to avoid noise disturbance to neighbours.

**4.2.12** Over intensification of a site through new residential proposals is often indicated if there are awkwardly shaped or arranged units and rooms without satisfactory light, including solely north facing single aspects or by a large number of

wholly internal kitchen areas with poor ventilation. Internal kitchens or other habitable rooms serviced by mechanical ventilation are generally not desirable. Kitchens and bathrooms should be located wherever possible to provide an openable window to the space. Particularly for the private rented sector, satisfactory light is covered under the provisions of the Housing Act 2004.

**4.2.13** High densities can sometimes have a detrimental effect on the character and amenity of an area where the proliferation of refuse bins, meter boxes, extra cars in front gardens can lead to a cluttered and untidy streetscene. Care is required in the detailed design of such properties.

**4.2.14** Habitable rooms must be able to function for the purpose for which they are intended, in terms of shape, size and height and have both natural lighting and natural ventilation. Habitable rooms within basements should be preferably dual aspect to enhance cross ventilation and good daylight levels to otherwise compromised living conditions. Generally basements should be used for non-habitable or recreational areas rather than bedrooms or living rooms. Single unit flats should not be located solely in full basements. Bedrooms or self-contained flats will not be acceptable in basements in areas of flood risk in accordance with the Council's [Strategic Flood Risk Assessment \(SFRA\)](#).

**4.2.15** Adequate storage should be provided within room sizes utilising recesses and otherwise unusable spaces in conversions or awkward corner areas to rooms in new builds. Bedrooms should be capable of accommodating built-in wardrobes or cupboards

on internal walls, and the space planning of secondary bedrooms flexible enough to enable working from home as a small office or workplace.

**4.2.16** All rooms should be of a size and shape that allows adequate access to, and layout of, furniture and equipment. Applicants may be asked to provide possible room furniture layouts to demonstrate the acceptability of small unit sizes.

### Lifetime homes and wheelchair housing

**4.2.17** Residential schemes should meet Lifetime Homes standards, while taking account of other legislation for **historic buildings**. A good level of accessibility should be designed into residential proposals from the outset and allow a dwelling to be adapted in the future should the need arise, supporting the changing needs of a family's life cycle, from raising young children to declining mobility in old age. See the Joseph Rowntree Foundation: [www.jrf.org.uk](http://www.jrf.org.uk) and [www.lifetimehomes.org.uk](http://www.lifetimehomes.org.uk)

**4.2.18** Where required, residential schemes should be designed for, or capable of easy adaptation to, wheelchair housing. A number of units should be of a size and layout that allow wheelchair access and mobility within rooms, and some internal rooms may need to be larger than standard to be wheelchair compliant. This should include a fully wheelchair accessible shower facility or wet room.

**4.2.19** The Council will have regard to guidance on accessibility and wheelchair housing from the Mayor of London/Greater London Authority. [http://legacy.london.gov.uk/mayor/strategies/sds/accessible\\_london.jsp](http://legacy.london.gov.uk/mayor/strategies/sds/accessible_london.jsp)

### 4.3 PARKING, LANDSCAPING AND RECYCLING

**4.3.1** Permission will not be granted for designs that compromise highway safety or have an adverse impact on the external appearance of the building or area. A number of different parking arrangements can be considered for residential schemes, depending on the scale and form of the development including courtyards behind a street facing development and undercroft or underground garages subject to the visual impact on the street particularly in **conservation areas**.

**4.3.2** To improve the appearance and biodiversity of parking areas, consideration should be given to the following:

- Maintaining a sense of enclosure through the use of boundaries, gates, or planting. Open expanses of hard standing are generally unattractive and are unlikely to gain permission.
- The provision of a separate entrance path to the front door.
- Avoiding car parking spaces immediately adjacent to the windows of habitable rooms, to prevent visual intrusion and fumes.
- Natural drainage by using permeable paving.
- Maximising soft landscaping including retaining or planting, of native species, where appropriate.

**4.3.3** Frontage parking is only acceptable in **conservation areas** or to **historic buildings** where it is part of the character of the area and the loss of front gardens will be resisted where this would be detrimental to the setting of the area. Please also check if Article 4 Directions apply as these may restrict parking in front gardens.

**4.3.4** Always consider using traditional materials such as natural stone or granite setts and aim to create permeable surfaces. The texture and colour of any new materials should be sympathetic to the setting of the building and wider street scene.

**4.3.5** Development involving the loss of parking will not normally be opposed as long the proposals comply with the Council's '[Front Garden and Other Off Street Parking Standards SPD](#)'.

### Cycles

**4.3.6** Safe and secure cycle storage should be provided, designed as integral to the property where possible, in line with the Council's cycle standards.

### Refuse and recycling

**4.3.7** Bins and boxes should generally be located behind the building line. Where there is not possible, an area of adequate size to accommodate this storage should be integrated into the front or side of a property or screened appropriately by the front boundary. Bin stores should be flexible enough to cope with any future increases in recycling needs.

**4.3.8** In subdivided properties, additional storage bins and recycling boxes will often be required.

**4.3.9** Further guidance is set out in the Council's [SPG Recycling for New Developments with Communal Facilities](#).

# 5. GENERAL GUIDANCE

## 5.1 SUSTAINABLE DESIGN

**5.1.1** Energy efficient measures can be cost effective since the additional cost will be recovered in reduced fuel bills. It is recommended that home owners undertake an energy audit to identify adaptive measures to improve efficiency. Natural materials for internal insulation improvements are encouraged. Further guidance on energy saving for windows is set out below.

**5.1.2** Water efficiency initiatives are important to reduce water consumption. These could include the use of rainwater harvesting, water saving devices and techniques.

**5.1.3** Modern construction also requires increased ventilation and dual aspect dwellings in flats should be created wherever possible, to allow cross ventilation. The Council is developing guidance on Acoustic Design Criteria for Noise Sensitive and Noisy Development.

**5.1.4** New dwellings should aim to meet the highest sustainable ratings, exceeding Building Regulations where appropriate and feasible. See the Council's '[Sustainable Construction Checklist](#)' SPD for more information.

### Micro-renewables (solar panels, wind turbines and biomass)

**5.1.5** Using renewable energy to reduce carbon emissions is a requirement set out in the Local Development Framework. However, to safeguard residential amenity and facilitate the use of renewable energy (where it is feasible for the homeowner), the Council expects that:

- Micro-renewables are generally located to the rear of properties and not visible from the street particularly in **conservation areas**.
- The special interest and original fabric of **historic buildings** is not compromised.
- Noise and disturbance to neighbours is kept to a minimum and can be controlled.
- Sufficient space has been designed for maintenance and storage, particularly in the case of biomass – please see Council guidance on the use of biomass in the borough, available from [www.richmond.gov.uk/biomass\\_boilers.htm](http://www.richmond.gov.uk/biomass_boilers.htm)

**5.1.6** If a front or side roof slope is the optimum micro-renewable location, it would be preferable if it was:



- positioned close to existing chimney stacks (especially in the case of flues);
- hidden on or behind other roof level features (such as parapets, dormers or gable roofs), and
- aligned with window positions below, similar to rooflights, or parallel to roof ridges.

**5.1.7** Solar panels or cells should preferably be integrated into the existing tiling systems. Due to the lack of consistency in wind turbulence in low lying built up areas, and the sensitivity of many views from open spaces and **historic buildings** across the borough, the installation of domestic wind turbines is not preferred.

### 'Living roofs'

**5.1.8** 'Living roofs' (both green and brown) can reduce surface water run off and assist with adapting to climate change, improving air quality, and enhancing biodiversity. More information on living roofs can be found at [www.LivingRoofs.org](http://www.LivingRoofs.org)

**5.1.9** Living roofs can be designed to complement existing character. Proposals for accessible living roof space have to conform to other guidance on design and neighbourliness to ensure they are adequately designed, safe and do not adversely affect neighbourliness. If living roofs would appear out of character in **conservation areas** or on **historic buildings** they should be hidden from view from street level - they can be installed on flat roof garages, located behind existing parapet walls.

### Flood Risk

**5.1.10** Flood risk is an important issue in the borough. All development needs to consider flooding

from all sources such as river, surface water, groundwater, sewer. See the [Environment Agency flood maps](#) and the Council's [Strategic Flood Risk Assessment \(SFRA\)](#) to identify areas at risk of flooding. The [Environment Agency](#) provide advice on the implications for different types of development in flood risk areas.

**5.1.11** More information on sustainability and householder development can be obtained from national guidance '[Improving the Flood Performance of New Buildings – Flood Resilient Construction](#)' (2007).

### Sustainable Drainage

**5.1.12** Sustainable drainage aims to control surface water runoff as close to its origin as possible, with schemes that mimic natural drainage regimes. Sustainable drainage should be integral to a development scheme.

### Energy saving for windows

**5.1.13** New and replacement windows should comply with thermal insulation standards, set out in the Building Regulations and to meet these standards windows will usually need to be double glazed. Refer to Building Control for more information. However uPVC (plastic) should not be used as it cannot be recycled and has an adverse impact on the character and appearance of **conservation areas** and **historic buildings**.

**5.1.14** Other solutions to improve thermal efficiency of single glazed windows in **historic buildings** (especially **listed buildings** where removal is often not permitted) include:

- Draught proofing, which is simple, cheap and effective;
- Internal shutters; and
- Internal secondary glazing, which is removable and comes in different styles.

**5.1.15** In **conservation areas** it is possible to be exempt from the Building Regulation requirement for double glazing if it would harm the character and appearance of the building or the area. Bespoke product designs should be used to provide a close match to historic details in terms of the frame, glazing bars and materials.

## 5.2 CHECKLIST FOR HOMEOWNERS AND APPLICANTS

**5.2.1** Regardless of whether planning permission is required the Council advises homeowners to:

- seek the help of professional design skills, particularly those with green credentials.
- find out if your building is Listed, within a conservation area or has an Article 4 Direction which restricts certain permitted development rights.
- if any structural alterations are involved (e.g. widening of window openings or installation of renewable energy) plans must be deposited for approval under the provisions of the Building Regulations. **This is a separate piece of legislation.**
- reduce energy usage as much as possible and if possible exceed the requirements for higher insulation standards for walls, floors and roofs set out in Building Regulations Part L. See 'Advice for Householders' produced by the Council: [http://www.richmond.gov.uk/gogreen/gg\\_home/go\\_green\\_planning.htm](http://www.richmond.gov.uk/gogreen/gg_home/go_green_planning.htm)

**5.2.2** To avoid unnecessary delays in dealing with planning applications it is important to submit scaled drawings (in metric measurements) of existing and proposed elevations and floor plans, which are clear and accurate. The elevations and outline plans of adjoining properties should also be shown on drawings, accurately scaled (in metric measurements). The submission of photographs will aid the assessment of the application.

**5.2.3** Consider consulting your neighbours prior to submitting an application. The Council consults adjoining owners so that if you have previously discussed your scheme with them and taken into account their views it is less likely they will object.

**5.2.4** Householder applications for **listed buildings** and **conservation areas** may require the submission of a Design & Access Statement. See [www.CABE.org.uk](http://www.CABE.org.uk) for guidance, or Appendix 2 of the Council's '[Design Quality SPD](#)'. Also check the Council's website for planning application requirements: [http://www.richmond.gov.uk/householder\\_planning\\_application.htm](http://www.richmond.gov.uk/householder_planning_application.htm)

**5.2.5** Consider the design, colour and positioning of alarm boxes, cameras, fire escapes, lifts, pipework and satellite dishes or other telecommunication apparatus to reduce their visual impact and integrate them with the existing building.

**5.2.6** Compliance with the '[Sustainable Construction Checklist](#)' SPD is required for any new residential development.

## FURTHER INFORMATION

### Planning Policy and Guidance

Detailed information is contained in other supplementary guidance and leaflets, available from [www.richmond.gov.uk/planning\\_guidance\\_and\\_policies.htm](http://www.richmond.gov.uk/planning_guidance_and_policies.htm)

### Borough-wide policies and guidance

- Core Strategy
- Development Management DPD (emerging)
- Design Quality SPD
- Small and Medium Housing Sites SPD
- Sustainable Construction Checklist SPD
- Advice for Householders: Sustainable Development
- Front Garden and Off Street Parking Standards SPD

### London-wide policies and guidance

- London Plan (Mayor of London, replacement plan emerging)
- Accessible London SPG (Mayor of London)
- Providing children's and young people's play and informal recreation SPG (Mayor of London)
- London Housing Design Guide (Mayor of London, emerging)

### Development Control (Planning application advice)

[www.richmond.gov.uk/planning\\_applications\\_residential.htm](http://www.richmond.gov.uk/planning_applications_residential.htm)

Email: [envprotection@richmond.gov.uk](mailto:envprotection@richmond.gov.uk)

Tel: 0845 612 2660

### Building Control

[www.richmond.gov.uk/building\\_control](http://www.richmond.gov.uk/building_control)

Tel: 020 8891 7357

### Conservation Areas and Listed Buildings

[www.richmond.gov.uk/urban\\_design.htm](http://www.richmond.gov.uk/urban_design.htm)

Tel: 020 8891 7322

## LONDON BOROUGH OF RICHMOND UPON THAMES

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### Farsi

إذا كانت لديك صعوبة في فهم هذا المنشور، فنرجو زيارة الإستقبال في العنوان المعطى أدناه حيث بإمكاننا أن نرتب لخدمة ترجمة شفوية هاتفية.

### Arabic

ਜੇਕਰ ਤੁਹਾਨੂੰ ਇਸ ਪਰਚੇ ਨੂੰ ਸਮਝਣ ਵਿਚ ਮੁਸ਼ਕਲ ਪੇਸ਼ ਆਉਂਦੀ ਹੈ ਤਾਂ ਹੇਠਾਂ ਦਿੱਤੇ ਗਏ ਪਤੇ ਉੱਪਰ ਰਿਸੈਪਸ਼ਨ 'ਤੇ ਆਓ ਜਿੱਥੇ ਅਸੀਂ ਟੈਲੀਫੋਨ ਤੇ ਗੱਲਬਾਤ ਕਰਨ ਲਈ ਇੰਟਰਪ੍ਰਿਟਰ ਦਾ ਪ੍ਰਬੰਧ ਕਰ ਸਕਦੇ ਹਾਂ।

### Punjabi