

Thank you for your pre-application query to Haringey Council to discuss your proposal. The points raised in your submission are outlined below, along with feedback from the Planning Service about aspects that were good, could be improved, or are unlikely to obtain planning permission as currently proposed. We hope this summary will provide you with useful guidance about the steps you will need to take before submitting an application for planning permission.

If you have any questions about the feedback we have provided, please contact the named officer who will be able to clarify the advice. If you require further advice, our website can provide you with some information about the things we take into consideration when determining a planning application, or you can book a second pre-application advice meeting.

Site Address: Flat 4, 2 Bishopswood Road, Hornsey, London, N6 4PR

Proposal:

- 1) whether double-glazed wood-effect uPVC windows will be approved when the appearance closely matches the existing windows,
- 2) whether we'd be allowed to install double-glazed timber windows if wood-effect uPVC windows are absolutely not acceptable.

1. SITE DESCRIPTION & PROPOSAL

The application relates to Flat 4 within No 2 Bishopswood Road, a double-fronted Victorian residence, built in gaunt brick and set back from the road by its own drive and front garden with rear garden. Flat 4 is on the upper floors and has windows on the front, rear and side elevations. The site is situated off Hampstead Lane, opposite Highgate Junior School and is located within the Highgate Conservation Area.

The proposal is to either replace the current single glazed sash windows with double-glazed uPVC wood-effect units, or replacement double-glazed timber framed units.

2. RELEVANT PLANNING HISTORY

The most relevant planning history in relation to the site is as follows:

HGY/2013/1157 - Repositioning of entrance door and changing of side door to window of ground floor flat with associated internal layout alterations. – Approved 29/07/2013

3. COMMENTS ON PRE-APPLICATION SCHEME

The following points are made by Officers in response to the plans/ information submitted and discussions at the pre-application site-meeting.

Design & heritage

1. The proposal is principally to see if replacement of the current single glazed timber sash windows with double glazed uPVC windows would be acceptable. The existing windows have relatively simple proportions, namely a central sliding sash detail with the windows also sitting within relatively deep reveals.
2. The sliding sash timber windows, while of simple proportions, are important to the character and appearance of this property. The property in question is not statutory or locally listed but does make a positive contribution to the character and appearance to this part of the conservation area.
3. The replacement windows would replicate the originals in terms of colour, configuration and means of opening. However, there is a lack of clarity with regards to the proportions and detailing of the existing units, and whether the replacements would satisfactorily replicate them. Furthermore, there would be resistance to the use of uPVC material windows.
4. In conservation areas within the borough, the general approach from a heritage perspective is that the preference is for retention of existing timber framed units with renovation and if feasible secondary (internal) glazing installed to provide improved insulation performance whilst retaining the original timber framed units.
5. If this is not feasible, like-for-like timber framed replacement units that closely replicate the proportions, opening arrangement and design and detailing of the original units are provided.
6. It is unlikely that replacement of the timber frame units to this particular historic building in a well-preserved section of the Highgate Conservation Area, with non-timber uPVC framed units would be supported, given that it would downgrade the character and appearance of the host building and wider conservation area.
7. The preference as outlined would be to seek professional advice on the feasibility of to renovate the existing units and investigate if the installation of secondary glazing would be feasible/effective in providing improved insulation performance.
8. If this is demonstrated to not be feasible, like-for-like double-glazed timber framed replacement units that replicate the design and opening arrangement of the existing windows could be considered as part of a full planning application.

9. It is important to bear in mind that the property and area here is not covered by an 'Article 4 direction' and that typically replacement windows on a "like-for-like" basis does not require planning permission. In the case here it is important to point out that the property is a flat and therefore does not benefit from 'permitted development rights' and hence such replacement windows would require planning permission.
10. In terms of specific detail, while the replacement windows should respect as much as possible those of the existing windows, in terms of frame thickness as well as sash horns and window hardware detail etc, it is accepted that there can be a degree of tolerance for very slight changes so as to achieve double glazing. Typically, it is accepted that such changes are subtle with no real impact on the character and appearance of a building.
11. In the case here given the property is well set back from the back edge of the pavement, viewed externally such subtle changes in the dimensions as outlined above, would be hardly if at all detectable. Equally the effect of depth and shade created by the current traditional windows would still continue with the use of high quality double framed timber windows.
12. For such a planning application the following information is typically required:
 - All window elevations to be replaced at a scale of 1:10 or with all dimensions clearly annotated
 - Property elevations or photographs of the whole of the property, with the windows to be replaced numbered to correspond with window elevations
 - A cross-section at a scale of 1:5 or preferably full size through the transom showing the relationship of fixed and opening lights and drip rails, with full size details of any glazing bars or leaded lights which must be mounted externally (Note: it is accepted the existing windows here do not glazing bars or leaded lights).

Environmental benefits

13. It is accepted that the replacement windows here will deliver benefits in terms of greater thermal efficiency and sound insulation which would be given some weight when considering such a planning application, in specific mindful of Haringey's Climate Change Action Plan (HCCAP) and the objective to be net zero carbon by 2041.

4. INFORMATION TO ACCOMPANY AN APPLICATION

Should you wish to submit an application following this advice, the easiest way to apply is electronically by registering on the Planning Portal at:

<https://www.planningportal.co.uk/applications>

Any application will need to be accompanied by the following information before it will be registered and considered. If you submit your application on paper rather than electronically we will need two sets of all information.

The following information will be required for registration of the planning application in respect of this site.

1. A completed householder application form available via the [Planning Portal](#))
2. Location plan at a scale of 1:1250 with a red line around the site in question.
3. Site plan at a scale of 1:500 or 1:200 showing the direction of North, the proposed development in relation to the site boundaries and written dimensions.
4. A heritage statement
5. Detail as outlined in para. 12 above.

If any of these requirements are missing, we cannot consider your application until it is provided. If you are in any doubt, please take time to view the requirements at our website at:

<https://www.haringey.gov.uk/planning-and-building-control/planning/planning-applications/pre-application-guidance/do-i-need-planning-permission/planning-application-requirements>

6. PLANNING APPLICATION PROCESS

Once you have submitted your planning application, it goes through several steps:

1. Validation/Checking

Applications are checked to make sure all required documents and fees are there and checked for any potential issues which need addressed to ensure compliance with policy. If considered 'valid' and likely to be acceptable they are registered. Applications are only checked when an officer is available so there can be several weeks before an application is validated and checked.

2. Registration

The application is entered into the register of applications and customers are informed formally that their application is registered, their application reference number, their case officer and the deadline they can expect to hear back by.

3. Consultation (a minimum of 24 days following registration)

Details of the application will be provided to neighbours in line with our consultation policy and they will have the opportunity to comment on the proposed development. Consultees are given a minimum of 24 days to comment on an application.

4. Decision

The planning service can deal with smaller applications under delegated powers (within 8 weeks) and will issue a decision notice to stating whether the application has been approved or refused, and if there are any conditions that must be met.

7. CARRYING OUT BUILDING WORKS

Once you have planning permission, it is recommended that you obtain technical advice regarding building control matters. Building Control services ensure that the works carried out by your appointed builders are done safely. Building Control services can be found through your local council or an Approved Inspector service.

Haringey Building Control has extensive experience in working with clients on a wide range of projects. Should you wish to discuss your project and how Haringey Building Control may best advise you regarding compliance with relevant building control regulations, please contact Building Control on 020 8489 5504 or by email on building.control@haringey.gov.uk

PLEASE NOTE

Please be advised that this response is given at officer level and does not form a formal response or decision of the council with regard to future planning application(s) or other formal approaches. The views expressed above are given in good faith, to the best of ability, and without prejudice to the formal consideration of any future planning application, which will be subject to formal consultation and ultimately decided on by the council.

CONTACTS

If you have any queries regarding the content of this pre-application advice note please contact the following Officer.

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