



Appendix 2

ECCLESHALL

Article 4 Direction

Supplementary Planning Guidance



Stafford
BOROUGH COUNCIL

INTRODUCTION

The purpose of this booklet is to provide guidelines for property owners and to assist in the processing of applications for formal planning permission required as a result of the serving of the Article 4 Direction on specified properties in the Eccleshall Conservation Area.

WHY HAS AN ARTICLE 4 DIRECTION BEEN MADE FOR ECCLESHALL?

Eccleshall is a well preserved small market town. The conservation area is one of the best in the Borough, with a very high proportion of listed buildings, most of which are concentrated along High Street. However, there are also many significant, but unlisted buildings. These are mostly interspersed among the listed buildings or on the edges of the town centre, and are potentially vulnerable to damage from small scale alterations which do not normally require planning permission.

These alterations could include the replacement of original painted windows and doors with plastic, aluminium and stained hardwood, the replacement of tile and slate roof coverings with fibre cement and concrete, or the rendering of brickwork. Individually, these changes may be small, but cumulatively they could spoil the special architectural and historic interest of the town.

Designation as a conservation area does not, by itself, protect against such changes. An Article 4 Direction provides this additional protection. At present examples of these unsympathetic works are comparatively few, but where they do occur they are clearly detrimental to the overall quality of the street scene. If unchecked, they could collectively spoil the special character of the conservation area.

WHAT IS AN ARTICLE 4 DIRECTION?

The Planning Acts (Acts of Parliament) define what is development for the purposes of planning control. The Town and Country Planning (General Permitted Development) Order 1995, an Order made by Parliament, removes the requirement for formal planning permission for certain minor categories of development. These are known as "Permitted Development Rights". Where an Article 4 Direction is

made, specified categories of Permitted Development are no longer exempt from the need to apply for formal planning permission.

WHAT ADDITIONAL WORK REQUIRES PLANNING PERMISSION?

In addition to the normal requirements for planning permission, permission is also required for the following (N.B. A "relevant location" means a highway, waterway or open space).

- 1 The enlargement, improvement or other alteration of a dwellinghouse (including replacement windows and doors), where any part of the enlargement, improvement or alteration would front a relevant location.
- 2 Alterations to the roof of a dwellinghouse (e.g. changing the roof material, or inserting a dormer window or rooflight), where the alteration would be to a roof slope which fronts a relevant location.
- 3 The erection or construction of a porch outside an external door of a dwellinghouse, where the external door in question fronts a relevant location.
- 4 The erection, alteration or removal of a chimney on a dwellinghouse or a building in the curtilage of a dwelling house.
- 5 The erection, construction, improvement or alteration of a gate, fence, wall or other means of enclosure, fronting a relevant location.
- 6 The painting of the exterior of any part, which fronts a relevant location, of a house or of an outbuilding within the curtilage of a house. (This applies only to surfaces not previously painted, or where a significant change in colour is involved).
- 7 Demolition of a gate, fence, wall or other means of enclosure in the curtilage of a dwellinghouse and fronting a relevant location.

WHICH PROPERTIES ARE AFFECTED?

The map on page 6 identifies the buildings covered by the Article 4 Direction. These buildings are all unlisted, but collectively they are considered to be of historic

Owners and/or occupiers are notified individually when a direction is made and the existence of the Direction is revealed when a Local Authority "Search" is made in respect of a property sale.

HOW DO I MAKE AN APPLICATION FOR WORKS COVERED BY THE ARTICLE 4 DIRECTION?

A formal planning application is made. Forms are available from the Development Department of the Borough Council (address at end of leaflet). The completed application forms should be accompanied by drawings clearly showing the effect of your proposals.

Is there a charge?

No fee is payable for applications made as a direct result of the Article 4 Direction. If your proposals include other works which would normally require formal planning permission, the fee payable will relate to that part of the work only.

Are there any special requirements?

Yes. The Borough Council has adopted the following aims with regard to proposals made as a result of the Article 4 Direction:

- › To retain all historic architectural detail which survives.
- › To encourage the reinstatement of such detail where it has been lost. This could involve the help of grant aid where possible.
- › To prevent any further erosion of the special architectural and historic character of the conservation

SO WHAT DOES THIS MEAN IN PRACTICE?

The Borough Council will seek to retain and protect existing historic features and seek to reinstate such features to the original design where appropriate. To this end the following guidance because Borough Council Policy on 19th September, 1996, for planning applications made as a result of the Article 4 Direction.

I Changes to Doors and Windows

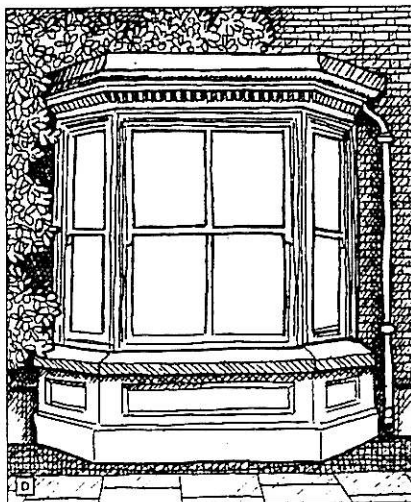
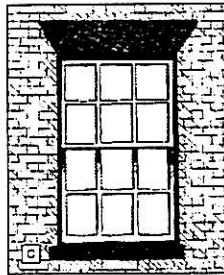
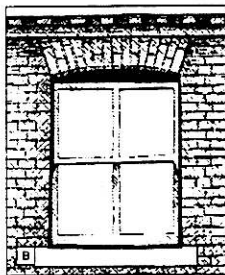
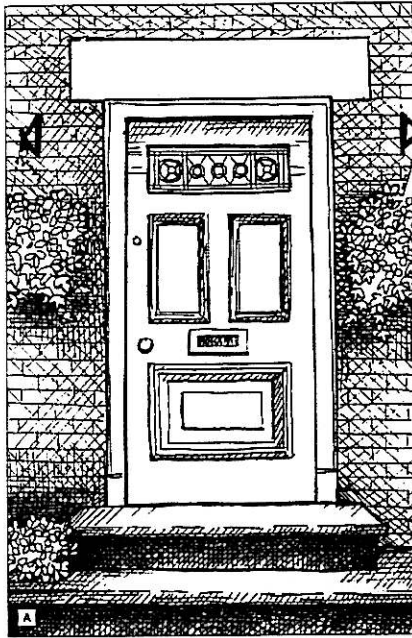
- a Most old house doors in the conservation area are

panelled, commonly with four or six panels and sometimes with the upper panels glazed. It is common to find that the upper panels are more boldly detailed on the outside than the lower ones. Where this detail is found, it should be respected. Plain planked doors may sometimes be suitable, particularly for entries.

- b Where the existing doors and windows are of traditional design, consent will not normally be given for an alteration. If replacement is necessary this should be a replica of the historically authentic doors and/or windows. In exceptional circumstances a change to a different sort of traditional window or door may be appropriate.
- c Where an existing joinery item is not of a design suited to the building, consent to alter it will only be given for a replacement of a design and material appropriate to the original building.
- d Where a new window or door opening is proposed, consent will only be given where it is traditionally detailed, even where existing windows and doors are not original.
- e Acceptable traditional window styles will be vertically sliding sashes and traditionally constructed casement windows. Casement windows will usually have openings lights which fit flush with the frames when closed, or are set back into the frames. Modern EJMA ("stormproof") detailing should be avoided. The type of window to be used and the manner of its sub-divisions must suit the character of the building.



- A > Victorian door
- B > Victorian sash window
- C > Georgian sash window
- D > Canted bay window



2 Sills and Lintels.

Consent will not be given for the removal of traditional sills and lintels. Sills are usually of stone. Some of the buildings have no sill detail at all, but in these cases discrete lead drips may be used to afford some protection to the brickwork at sill level if desired. Stone is also commonly used for lintels, but curved and flat brick arches are found as well. Consent will only be given for new openings where lintel and sill details are included, of a type appropriate to the original building.

3 Double Glazing

The best way of achieving double glazing is by secondary glazing behind the traditional existing or replaced window. Care should be taken to ensure that this arranged in a manner which does not interfere with the pattern of this traditional window.

It is standard practice, in the manufacture of double glazed windows with sealed units, to make the glazing bars very thick and heavy in order to cope with the thickness of the units, and to conceal the airtight seals. The timber beading used to hold the units in place is also bulky and inappropriate in appearance. Moreover, disposal of the original windows is almost inevitable if sealed units are to be substituted for the original single glazing. Original joinery should be repaired wherever practicable. Sealed double glazing units will not normally be permitted unless the original windows to be copied or replaced have no glazing bars.

4 Roofs, Dormer and Skylights

Roofs in the area are traditionally pitched with either slate or small clay tiles. Alterations to existing roofs and new roofs should follow this pattern. Proposals for new dormer windows and skylights, where appropriate, should be of traditional detailing form and scale.

5 Porches

A porch will only be permitted where its erection will not have a detrimental effect on the building to which it is attached and where it is of a scale and design which is in keeping with the building and the conservation area as a whole.

6 Chimneys

Chimneys are an integral part of the historic form of many of the houses in the area. Repair and reinstatement to the original design and detailing will be encouraged. Proposals to remove or alter traditional chimney details would not normally be allowed.

7a Boundary Walls

These will only be permitted where they are of traditional materials and construction. Normally these should be red brick or natural stone, either coursed or laid as random rubble, depending upon the location. A traditional coping must be used, either of stone or clay. Suitable copings for brick walls include half round or "saddleback" red or blue copings (or other traditional shapes subject to local authority approval), or dressed stone. On stone walls, deep flat stone copings or half round copings are appropriate. Concrete copings will not be permitted.

7b Fences and gates

Close boarded timber fences will rarely be appropriate. Low post and rail fences may occasionally be suitable in subsidiary locations.

8 Sotellite Dishes

Dishes will not be permitted unless they can be located out of view. This could be on an elevation which is not prominent or in a screened garden.

9 Pointing and Rendering

The painting or rendering of previously unpainted or unrendered brickwork will not normally be permitted. New colour schemes to previously painted wall surfaces will be permitted subject to agreement of the new colours. This can be informally agreed in writing with the local authority and will not require formal planning permission unless the local authority considers that the changed colour schemes would have a material effect on the character of the area, in which case an application for formal planning permission will be required. Warm creams and stone colours will generally be preferred to stark white or other bridge colours.

WHERE CAN I GET ADVICE?

If you are unsure whether your proposals require formal planning permission, please telephone:

Stafford Borough Council on 01785 619000 extensions 325 and 326 or if you would like advice on design issues or grants please call the Conservation Officer on 01785 619345.

or write to:

The Director of Development, Stafford Borough Council, Civic Offices, Riverside, Stafford ST16 3AQ.