



Anthony Goss

Our Ref: 19/02511/PREAPP
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PROPOSAL: Replace existing double glazed aluminium and plastic windows with wood.

AT

SITE LOCATION: Lavender Cottage, The Street, Crookham Village, Fleet, Hampshire GU51 5SJ

Dear Anthony Goss

Thank you for asking for pre-application advice regarding replacement windows in Lavender Cottage.

The building dates from the C17, and is divided into two houses Westbrook and Lavender Cottage. The building was listed on 20th November 1985 as follows:

C17. 2 storeys, 4 upper windows. Red tile roof, gabled to east and half-hipped to west, tile-hung east gable. Exposed timber frame to upper walls; red brick infilling and to lower walls. Casements. Modern brick porch to Westbrook.

The windows in Lavender Cottage vary in age, design, and materials, and therefore advice per window may differ. The windows are consequently addressed individually or in groups:

Window above the porch on the front (south) elevation:

This appears to be the oldest window in the house, and must be retained. It is suspected to date from the early C20, but could potentially be older. It also contains historic glass (identifiable by small imperfections, such as air bubbles or a wobble in the glass). It therefore holds some historic significance. The cill requires repair, but if a section of timber is scarfed in, like for like, this would be classed as a repair and not require consent.

Double glazed Aluminium windows:

All the front elevation windows, except the one above the porch, are modern aluminium. These windows have plastic strips inserted within the glazing unit to represent glazing bars. There is a further aluminium window on the rear (north) elevation in the historic part of the house. This is of the same design, and therefore likely installed at the same time as the windows in the front elevation. There is nothing physically wrong with these windows, but they are unsightly in the context of the C17 timber framed building. Lavender Cottage was photographed by the Council as part of the Council's listed building record on 26th October 1987. This record demonstrates that the aluminium windows were in situ within the front (south) elevation by this date. They are incongruous, discordant, and detract visually. Their replacement in principle would be welcomed.

It is unclear when these windows were installed, and whether they were in situ at point of listing. However, they do not enhance the building, and their replacement with something more suitable would be encouraged. The priority at this stage should be to install a more suitably designed window that would enhance the appearance of the building, and better respect its architecture and overall character.

Double glazing in listed buildings is not generally permitted, as it is introducing a modern form of glazing, which is not in keeping with the overall character of the building. However, in line with Historic England's guidance "Traditional windows, their care, repair and upgrading", if a window within a listed building is not historic *and* is inappropriate in either material and/or design, *and* this harms the overall character and appearance of the building, a slim line double glazing unit may be permitted, *provided* the overall design of the window is an improvement when compared to what is existing. The harm of double glazing can then be outweighed by the benefit of installing windows that improve the overall character and appearance of the building. Double glazed units are likely to be acceptable in principle for any replacement of the aluminium windows, but they must be well designed.

Listed building consent would be required to replace any windows, and planning permission would also be required to replace any front elevation windows, because Article 4 Directions are applied to this elevation.

First floor window in the side (east) elevation:

This is a modern window of no significance dating from the second half of the C20, and photographed in place by 1987. It is badly decayed. Because of the era of manufacture, the wood quality is likely to be poor, and so repair is likely to be futile. Replacement is acceptable in principle. Despite being a storm proof window with a notably modern head, it is nevertheless quite slender in its proportions, so does not too look out of place. Single glazing is preferred, but a double glazed window may be conceded here if design is good, *and* an improvement on the existing.

Ground floor windows in the east elevation, and the adjacent window to the left of the front door:

These are single glazed flush timber windows. The bay window is unauthorised, but the window photographed in situ here in 1987 did not appear historic, and its replacement now in situ is acceptable. The window to the left of the door is in the 1980's extension, and follows the design of the window above the front porch.

Although these windows do not appear to be historic, they are nevertheless in good condition, and respect the character of the listed building. They appear to follow the design of the oldest window in the house. All these windows should be retained, as they are appropriate in design and character for the listed building. If replacement is sought (no historic fabric, so in theory acceptable in principle), these should remain single glazed, and like for like in design, because their existing design is not harmful in the first place, and therefore the harm of double glazing cannot be outweighed in this instance.

Where there is no historic glass present, there is a thermal glass available, which is single glazed but offers enhanced thermal insulation. Re-glazing the existing windows could potentially be an option to consider for these three windows, and this would retain the single glazed element. Any historic glass is important to retain, as this is rare and contributes positively to the character of the listed building.

Windows in the rear elevation of the 1980's extension:

The three windows here are notably modern 1980's windows in the modern part of the house. As no historic fabric would be lost, their replacement in principle would be acceptable. The two windows to the far left (east) are not suitable designs in the context of a listed building, and cause visual harm to its character and appearance. Double glazing could be conceded here, provided there is an improvement in overall design.

The six-light casements in the larger gable at first floor level are storm proof modern windows, but the frames are very slender, and as such they do not look out of place in the wider context of a listed building. It would be preferable if this window was retained. However, because it is notably modern, the principle of replacement would be acceptable. As this window is also within the modern 1980's part of the house, double glazed windows would be acceptable here too. If double glazed units are considered here, they must be well designed, and an improvement on the existing.

Design aims for double glazed windows in listed buildings:

In the select windows where double glazing is identified as acceptable in principle, the following points are for general guidance of what to aim for when designing a double glazed window within the context of a listed building:

- Thin double glazing units. These can be as thin as 10mm, but between 10-14mm should be aimed for. The slimmer the better.
- True glazing bars. If requiring a window with glazing bars, true glazing bars are preferred (glazing bars that go all the way through the window).

Stuck-on glazing bars, also known as 'applied' glazing bars should be avoided.

- Slim glazing bars. Glazing bars should either match other historic glazing bars and profiles, which are found elsewhere on the building (for example, the window above the porch), or if designing from scratch, 18mm is a good thickness to aim for. 24mm or anything thicker is likely to be met with a negative response.
- Glazing units should be traditionally puttied in, rather than using beads. However, traditional linseed oil putty can react with the seals of double glazed units, so most window installers use a different substance that looks like traditional putty, but doesn't disintegrate the seals. All glaziers should be aware of this.
- Slimmer frames. Older windows traditionally have more slender frames, both for casement frames and outer frames. Many modern windows have significantly thicker frames, and this should be avoided.
- Traditional style hinges are preferred, for example, butt hinges. Avoid modern style hinges, particularly friction hinges (the type seen commonly on uPVC windows).
- Casement windows should be flush with the outer frames, and storm proof windows avoided. Opening top lights should be avoided in this case, and casements should be side-hung, rather than top-hung.
- If a window is intended to have both fixed and opening casements, the area of glass and visual levels of frames and glazing bars should match for both. This is to avoid the opening part of the window having a visibly chunkier frame than the fixed part of the window.

The window above the porch on the front elevation, and the window to its left in Westbrook, appear to be the older windows within the building, which could act as a template. The cast iron 12-light casements in the rear elevation, at the eastern end of Westbrook, gives another clue of other older windows that this building may have had.

Other matters:

Although not formally part of this pre-application advice, replacing the conservatory and extending to the rear was mentioned. Removal and replacement of the conservatory would be acceptable in principle, because this is a modern structure, but its true acceptability would be dependent on design. Extending the building further than the line of the next door extension should be avoided. When extending a listed building, it is important to keep the listed building as the main part of the building. The total area of modern extension should be smaller than the host listed building, and remain subservient.

The floor in the kitchen is a modern stone floor, and it was mentioned that you were considering replacing it. The principle of replacement would be acceptable, and may not require listed building consent, if the character of the

listed building is not affected. However, if replacing the floor, be aware that there may be the potential for an older floor to be underneath, and this may be of historic significance. If the stone is being replaced, the floor needs to be lifted carefully, so if there is anything of interest underneath, it is not damaged. In the event an older floor is found, it should be documented, and must be protected if re-laying a new floor over the top of it, so when someone replaces the new floor in the future, they do not damage the old floor. We can offer further guidance if this scenario happens, so do get in touch if you need advice. If you find an older floor, but wish to remove it, or apply screed directly on top, which would permanently conceal it, listed building consent may be required.

Applying for consent:

Listed building consent would be required for any replacement window, because this has the potential to impact the character of the building. Planning permission would also be required for the replacement of any front elevation windows, because the cottage is within a Conservation Area, which has Article 4 Directions applied. This removes permitted development rights to replace front windows.

Consent can be applied for via the planning portal or submitted via post or email. Please see <https://www.hart.gov.uk/planning-applications> for more information. Further down this web page is a combined application form for both listed building consent and planning permission, and next to it is the checklist that details what information needs to be submitted alongside the application form. For window replacements, we normally require large scale drawings and details of existing windows, as well as proposed windows, so we can compare between the two.

With any listed building application, we would require a Heritage Statement. This should be kept relevant to what is being applied for. In simple terms, it should tell us what is present now, including age and significance. It should then tell us what you intend to do, and what impact these works will have on the special architectural or historic character of the listed building.

Policies and Legislation:

Please be advised of the legislation that forms the basis of all decisions for any listed building application: Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 states: *In considering whether to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.*

Section 66(1) states *In considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.*

Section 72 states (1) In the exercise, with respect to any buildings or other land in a conservation area, of any powers under any of the provisions mentioned in subsection (2), special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area.

The National Planning Policy Framework 2019, paragraph 193 states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to its conservation. Paragraph 194 goes on to say that any harm to, or loss of, the significance of a designated heritage asset should require clear and convincing justification. Paragraph 196 requires that where the harm is less than substantial, it should be weighed against the public benefits of the proposal, including, where appropriate, securing its optimal viable use.

Policy CON 17 of the Hart District Local Plan says that proposals for the extension or alteration of listed buildings or buildings of local interest will not be permitted unless (i) the scale of the building is not materially changed; and (ii) design is appropriate to the character and setting of the building.

Conclusion:

In summary, replacement of most windows in Lavender Cottage is generally acceptable in principle. This is because they are modern, and of no historic significance. Some of the windows are visually detracting, and cause harm to the appearance and character to the listed building. Other windows are appropriate for the character of the listed building, and the historic window in the front elevation should be retained and repaired.

Single glazing should be retained in the windows which are historic or already in a suitable style for the listed building as detailed above. Double glazing would not be acceptable here.

Double glazing may be acceptable only where there is the opportunity to aesthetically improve incongruous modern windows which jar with the character and appearance of the historic building. Good design and detailing is very important. Listed building consent and planning permission is required for any replacement window.

N.B. The advice set out above is based on the information submitted and so is made without prejudice to the consideration of any application. Although the advice may indicate the likely outcome of a formal listed building and planning application, it is only informal advice and no guarantees can or will be given about the decision that will be made on any such application.

If you have any further questions, please don't hesitate to ask.

Yours faithfully

Lucy Orchard-Lisle

