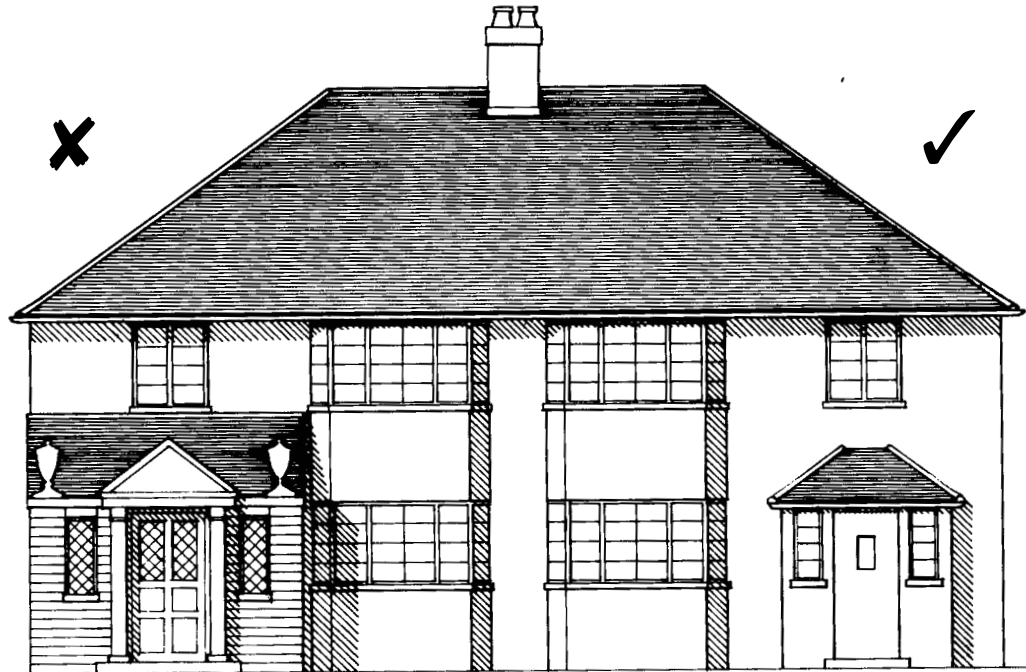


## DESIGN GUIDANCE NOTE: 11 PORCHES



### 1. INTRODUCTION

This guidance note is one of a series giving advice on various types of development within Barnet. It advises on designing porch extensions including canopies. A porch is built around an external door giving access to the building. A porch is not necessarily the same as a front or side extension and advice specifically on these types of house extensions is given in Design Guidance Note 5 of this series. The principles and guidelines set out below will be used when planning applications for porches are assessed. A glossary explaining terms marked with a '\*' is included at the end of this note.

#### BARNET'S CHARACTER

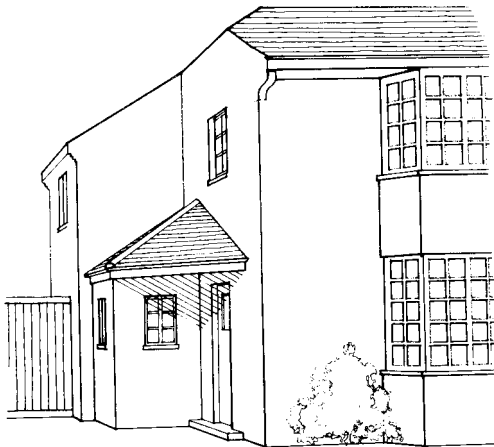
Large areas of Barnet are characterised by relatively low density suburban housing

with an attractive mixture of semi-detached and detached houses while in other areas terraced houses predominate. Some areas have their own special character derived in part from the design, type and size of dwellings and the materials used. It is natural for owners to want to improve and extend their properties, but the extensions need to be carefully designed.

A poorly designed porch can have a serious effect on the area. Where a porch is on the front elevation, it can spoil the appearance of the property and street as well as the outlook of neighbouring houses. By following the advice set out in this note, you can help to enhance and improve your home regardless of whether or not planning permission is needed for your porch.

## 2. PRINCIPLES OF GOOD DESIGN

The following paragraphs set out general principles which you should keep in mind when considering building a porch. You can think of them as a checklist to help you design the best possible porch extension for your house.



*A well designed canopy and porch in keeping with the style and size of the house.*

When considering the design of your porch, look carefully at the style of your existing house and try to make your extension blend in with it as much as possible. Make sure the size of the porch is in proportion with the existing house.

To help your porch fit in with the existing building make sure external finishes, materials and architectural features match or blend in with those of the existing building. Brickwork, window and door design will be particularly important in this respect.

Look carefully at the surrounding houses - is there any common style or design detail which your porch should follow? Make sure that any special features which help to give character to the area would not be lost. For example, are there original door canopies\* on the houses in your street? Would filling-in these canopies detract from the street scene?

Think how your porch may affect your neighbours' outlook. Even a modest porch on a terrace of small cottages can be overbearing.

Sometimes houses have architectural features which should be taken into account when designing an acceptable porch. Examples include houses with bay windows, stepped houses\* or those with protruding first floor windows. In these cases imagination needs to be used and a rectangular porch is not always the best solution. Think about using angled sides, curved frontages or shaped roofs to help marry in with the shape of your house. Alternatively, a porch on the side of the house, maybe over an existing side door, is sometimes the best option.



*Examples of angled porches which blend in with the bay windows.*



Many houses have recessed doorways\* or open canopies. Although it often seems a good idea to fill these in remember that they give shelter when you are opening your front door. If you have created a porch in this way adding a canopy can be unsightly as it is likely to protrude too far and dominate the front of the house.

If you live in a halls-adjoining house\* it may be possible to consider a porch extension built in conjunction with your neighbour. This would ensure that the porches match or complement one another and may also work out to be cheaper and more convenient.

If you are thinking of adding a side garage and also want a porch, try to design the additions together, preferably using a continuous roof line.

It is not good practice to add a new porch in front of an existing one. Such an extension is likely to be larger than the maximum depth given below and therefore is likely to be unduly prominent. It is also often very difficult to marry the two roofs.

Remember, it is not always possible to add a porch to a house. Some houses, because of their size or design, just can't be successfully extended in this way. In such



*A modest canopy can be added when a porch would be inappropriate because of the size or design of the house.*

cases a canopy above the existing front door may be an alternative solution.

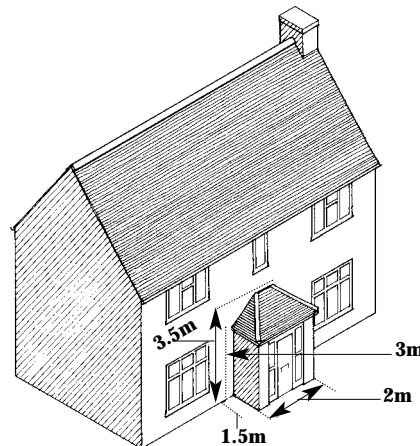
### 3. GOOD DESIGN GUIDELINES

The following points are practical guidelines to show what size, design and type of porch would normally be seen as acceptable. As houses differ in size and style the figures given may not be applicable to all porches. In some cases either larger or smaller porches may be appropriate. However, you should benefit from reading the guidelines carefully before starting to design your porch.

#### Size

A modest sized porch is usually seen to be acceptable. Keeping within the dimensions given below should ensure that your porch is not overly prominent or intrusive.

- A depth of 1.5 metres should not normally be exceeded. This measurement should be taken from the rearmost adjacent main wall of the house.
- If your house has a bay window next to the front door, your porch should not normally protrude further forward than the bay, even if this is less than the 1.5 metres set down above.



*Please note that in some cases these maximum sizes may be too large to achieve visual balance with your house.*

- If your porch has a pitched roof, a maximum height of 3.5 metres is usually acceptable. If it has a flat roof, the height should not normally be more than 3 metres.

- The width should not usually exceed 1/3 of the width of the house or 2 metres (whichever is the smaller) except in the case of large or detached houses. Front extensions which incorporate porches can sometimes be appropriate on larger houses. Please see Design Guidance Note 5 for more advice on house extensions.



*These ornate columns and the large front door look out of place. Use styles which match the existing house.*

## ROOFS

The porch roof should reflect the roof style of the existing house. Where appropriate, a sloping or pitched roof\* should be used with the angle of pitch reflecting the main house roof.

Depending on the style of the house a visual break between the top of the porch roof and the bottom of the first floor window should be retained. The actual distance between the two will be governed by the depth and angle of the porch and its roof.

## DETAILS

All new brickwork should match the existing house using the same bond and mortar\* wherever possible. Detailing around doors, window openings, soldier courses\* and eaves\*, should be reflected or duplicated in the design of the new porch. You should match the shape and style of existing doors and windows to create an overall balance to the design.

It is best to avoid features in your porch design that bear no resemblance to the original house. For example, it would be unsuitable to construct ornate columns on the front of a 1930's style property.

The door you propose to use should be in proportion to the size of the porch. For example, the use of double doors may be unsuitable in many porch designs. Wherever possible try to re-use the original front door.

If you are infilling a recessed doorway, you should set the infill back from the front of the building, even if this is only a few centimetres.

## AMENITY

If the side of your porch is close to a neighbouring property, then you should take care not to affect its outlook or privacy. If you want side windows in your porch then it is a good idea to discuss this with your neighbours. In some cases side windows may need to be unopening or even made of obscured glass. Make sure that no windows open onto your neighbour's property, or guttering or foundations encroach onto or over their land, unless you have their permission.

If you use your front garden for off-street parking, remember you should leave an area at least 4.8 metres long by 2.4 metres wide. You should not be left with less space than this once your porch is built.

Design Guidance Note 3 gives advice on how best to provide hardstandings for cars and describes the legal requirements involved.

#### **4. DO YOU NEED TO APPLY FOR PLANNING PERMISSION?**

Not all house extensions require planning permission since many fall within a special exemption called “permitted development”. Advice should always be sought from the planning group on whether or not your porch would require permission.

A front porch on a house can be built as “permitted development” provided that:-

- it is not added to a flat, apartment or boarding house;
- the ground area (measured externally) does not exceed 3 square metres;
- the height does not exceed 3 metres above ground level;
- no part of the porch is closer than 2 metres to any highway;
- there is no condition on a previous planning permission for your property which takes away your permitted development rights. This is most common on new houses;
- No part of the porch (including the foundations) would encroach on or over your neighbour’s property;
- the house is not a listed building or within a conservation area. In these cases special considerations apply - see below.

If you are in any doubt as to whether planning permission is required, you can apply to the council for a Certificate of

Lawful Development for which a fee is payable. If permission is not required, then the council will issue a certificate stating that the development is lawful. If planning permission is required then the council will issue a certificate stating that the development is unlawful and a planning application should then be made.

A leaflet giving further guidance on submitting a planning application is available from the planning group. Failure to obtain planning permission when necessary can lead to enforcement action being taken by the Council. If the porch is unacceptable, and enforcement action is taken, you may be required to remove the porch, which could be inconvenient and costly.

Although planning permission may not be required for your porch extension, approval under the Building Regulations may still be necessary. This approval is quite separate from planning permission and you should contact the building control group of the council for advice.

If there is a tree covered by a Tree Preservation Order (TPO) close to your house, you should make sure your porch would not affect it. In such a case consent may be required from the Council, and you should contact the Trees and Landscaping Officers in the Planning Group for advice.

#### **5. LISTED BUILDINGS AND CONSERVATION AREAS**

A listed building is one which is included within the “Statutory List of Buildings of Special Architectural or Historic Interest”. Any works that affect the character of a listed building will require listed building consent in addition to planning permission. Even if the

proposed porch is “permitted development” you will still need listed building consent.

If you are considering works to alter or extend a listed building, you are strongly advised to discuss your proposals with the officers of the planning group at an early stage. It is an offence to carry out works to a listed building without a valid consent.

A conservation area is an area of special architectural or historic interest, and the Council will require a higher standard of design and materials here than elsewhere. In some conservation areas “permitted development” rights may have been taken away altogether. The planning group can advise you on where these areas are and the special rules that apply.

Trees are a very important element of conservation areas. If you wish to do any work which may affect any trees in a conservation area or their roots, you can contact the Trees and Landscaping Officers in the planning group for informal advice. You must give six weeks notice of such works in writing to the council. Many trees in conservation areas are also covered by Tree Preservation Orders (TPOs). In such cases TPO consent would be required instead.

## **GLOSSARY OF TERMS :-**

### **DOOR CANOPIES**

A roof over the front door, possibly supported by posts.

### **STEPPED HOUSES**

Where one part of the house is built further forward than another.

### **RECESSED DOORWAYS**

Where the front door sits further back than the rest of the house's front wall, normally with a roof or a protruding first floor room above.

### **HALLS ADJOINING HOUSES**

A pair of attached houses where the front doors are next to each other.

### **PITCHED ROOF**

A roof in the shape of an upside down ‘V’.

### **BOND & MORTAR**

The method or pattern of laying bricks together with the particular bedding material used between the bricks.

### **SOLDIER COURSE**

A continuous straight line of upright brickwork.

### **EAVES**

Where the roof overhangs the house wall.

This document supplements and expands upon the policies contained within the adopted Unitary Development Plan (UDP). The advice it contains is consistent with those policies and therefore has the status of supplementary planning guidance.

The document has benefited from council resolution and a public consultation exercise. This has enhanced its status, and due weight will be accorded to it as a material consideration in the determination of development proposals.

Following boundary changes in April 1993 and April 1994, several small areas formerly within Hertsmere district and the London Boroughs of Camden, Enfield and Haringey are now included within Barnet. Pending the statutory review of the UDP, the policy context in these areas remains the relevant statutory development plan of the former local authority, together with any design or other guidance prepared to supplement the plan's policies.

गाड़ीवारान्दुलोव (Porches) नकशा तैरी करार व्यापारे এই पुस्तिकाय नानारकम निर्देश वा परामर्श देया হয়েছে। 'প্ল্যানিং'এর ব্যাপারে দেয়া দরখাস্ত সম্পর্কে সিদ্ধান্ত নেয়ার সময় কাউন্সিল কি কি মাপকাঠি প্রয়োগ করে থাকে - তার বর্ণনা এই প্রচারপত্রে দেয়া হয়েছে। আপনি যদি এ ব্যাপারে আরো অতিরিক্ত তথ্য পেতে চান, তাহলে অনুগ্রহ করে নিম্ন ঠিকানায় - প্রতি মঙ্গলবারে, টেলিফোন নম্বর 020 8359 6114 এ যোগাযোগ করুন।

本手册是一份关于如何设计门廊 (porches) 的手册, 这本手册还包括如何向市政厅提出规划申请以及其他申请的办法。如果需要进一步的说明, 请在每周星期四早上 10.00到12.00, 打电话号码 020 8359 6114 询问。

Αυτό το φυλλάδιο περιέχει οδηγίες για το σχέδιο σκεπαστών εισόδων σπιτιών. Επίσης δίνει συμβουλές σχετικά με το πότε χρειάζεται άδεια σχεδίου και άλλη συγκατάθεση από το Δημαρχείο.

Αν χρειάζεστε περισσότερες πληροφορίες παρακαλώ επικοινωνήστε με τον αριθμό τηλεφώνου 020 8359 6114 απογεύματα Δευτέρας από 2.00-4.00 μ.μ.

इस पत्रिका में दुकान के फ्रंट की रूप रेखा बनाने के बारे में जानकारी दी हुई है। नियोजन (प्लानिंग) की अनुमति देने के लिए कौंसिल के क्या नियम हैं वे भी इस पत्रिका में दिये हुए हैं। यदि आपको इसके बारे में अधिक जानकारी चाहिए तो प्रत्येक गुरुवार दोपहर १:०० से ४:०० के दरमियान 020 8359 6114 नंबर पर टेलिफोन द्वारा संपर्क करें।

Bu broşür, dükkân önlerinin (vitrinlerin) deseni hakkında rehber bilgi verir. Broşürde, Belediye tarafından planlama başvuruları hakkında karar verirken kullanılan kriterler belirtilmektedir. Daha fazla bilgi almak isterseniz, lütfen aşağıdaki telefonla temasa geçiniz:

020 8359 6114 (Çarşamba günleri sabah saat 10.00-12.00 arasında)

દુકાનની આગળના ભાગના નકશા (ડિઝાઇન) બાબત આ પત્રિકામાં માર્ગદર્શન આપવામાં આવ્યું છે. પ્લાનીંગ બાબતની અરજી વિશે આખરી નિર્ણય કરવા, કાઉન્સિલે જે નિયમો મૂક્યા છે એની વિગતો આ પત્રિકામાં આપવામાં આવી છે. આ વિશે તમારે વધારે માહિતી જરૂરી હોય તો મહેરબાની કરીને દર ગુરુવારે બપોરે ૧:૦૦ અને સાંજે ૪:૦૦ દરમિયાન ટેલિફોન

اس لیف لیٹ میں آپ کو پورچ کے ڈیزائن کے بارے میں بتایا گیا ہے۔ اس میں یہ بھی بتایا گیا ہے کہ آپ کو کونسل سے پلاننگ پریشن یا اور دوسری اجازت کب لینے کی ضرورت ہوتی ہے۔ اگر آپ کو مزید معلومات کی ضرورت ہو تو ازراہ کرم منگل کے روز دوپہر 2 بجے سے شام 4 بجے کے درمیان 020 8359 6114 پر رابطہ کیجئے۔ (Urdu)

For further information, please contact:-  
**Development Plan Section**  
**Directorate of Environmental Services**  
**London Borough of Barnet**  
**Barnet House, 1255 High Road, Whetstone**  
**London N20 OEJ**

Approved by the Development and Protection  
Committee. 11.10.95

**Telephone: 020 8359 4427**