

ROE GREEN VILLAGE | CONSERVATION AREA
DESIGN GUIDE



Draft February 2018



Roe Lane

Contents

1.0 Introduction

- 1.1 Designation
- 1.2 Legislative framework and policy
- 1.3 What is significant about Roe Green Village?
- 1.4 Who is this guide for?
- 1.5 Is my property in the Conservation Area?
- 1.6 What is an Article 4 Direction?

2.0 When do I need Planning Permission?

- 2.1 Additional controls by the Article 4 Direction

3.0 Extending and altering your home

- 3.1 Extensions
- 3.2 Single storey rear extensions
- 3.3 Conservatories
- 3.4 Side extensions
- 3.5 Two storey rear extensions
- 3.6 Dormers, loft conversions and alterations to the roof
- 3.7 Terraces
- 3.8 Basements
- 3.9 Window repair
- 3.10 Window replacement
- 3.11 Front doors, porches and canopies

4.0 General repairs and other installations

- 4.1 Decorative features and details
- 4.2 Repairing and re-pointing
- 4.3 Roughcast and render
- 4.4 Painting and other wall coverings
- 4.5 Tile hanging and timber boarding
- 4.6 Roofs
- 4.7 Chimneys,
- 4.8 Gutters and drainpipes
- 4.9 Aerial and satellite dishes
- 4.10 Gas, electricity and water services boxes
- 4.11 Solar panels and environmental installations

5.0 Gardens and curtilage

- 5.1 Off-street parking
- 5.2 Front gardens, fences and boundaries

- 5.3 Hedges
- 5.4 Trees
- 5.5 Garages
- 5.6 Carports and pergolas
- 5.7 Bins and cycle storage
- 5.8 Ramps
- 5.9 Rear and side gardens
- 5.10 Rear fences and boundaries
- 5.11 Outbuildings and structures

6.0 Getting permission

- 6.1 Planning Permission
- 6.2 Works to trees and Tree Preservation Orders
- 6.3 Building Regulations Approval
- 6.4 How to apply and Heritage Statements
- 6.5 Specialist help
- 6.6 Explanation of technical terms: words marked with an asterisk



The Green of Roe Green Village

1.0 Introduction

Conservation areas first came into force as a result of the Civic Amenities Act of 1967 and are intended to identify valuable architectural or historic characteristics in a locality that may need protection and enhancement.

1.1 Designation

The Council is responsible for designating Conservation Areas with the law set down in the Planning (Listed Buildings and Conservation Areas) Act 1990. Section 69 of the 1990 Act recognises that there are particular areas of 'architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance'. Conservation areas are defined as 'designated heritage assets' in the National Planning Policy Framework (NPPF). The Roe Green Village Conservation Area was the first Conservation Area to be designated within the Borough, receiving this status in November 1968.

1.2 Legislative framework and policy

The Planning (Listed Buildings and Conservation Areas) Act 1990 is the primary legislation. This Act sets out statutory duties and responsibilities in relation to designated heritage assets, including the management of conservation areas.

The National Planning Policy Framework (NPPF) sets out the government's planning policies and how they are expected to be applied. One of the NPPF's core Planning Principles which should underpin decision-taking is that planning should 'Conserve heritage assets in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of this and future generations.' Chapter 12 (paragraphs 126 to 141) of the NPPF specifically deals with conserving and enhancing the historic environment.

Brent's Local Plan Policy DMP7 deals with proposals for or concerning affecting heritage assets. In 1977 and in 1990 the Council, with the support of residents, added additional planning controls known as Article 4(1) Directions to provide extra protection from development that may damage the character of the area. The specifics of the Article 4 controls are set out in Section 1.6.

The only statutory listed building in the conservation area is a K6 telephone box on Stag Lane which is Listed Grade II. The Roe Green Village Conservation Area is not within an Archaeological Priority Area nor has it

been identified to have archaeology of local importance.



Bacon Lane

This guide explains why Roe Green Village is significant, gives guidance on the specific planning controls and sets out ways in which your property can be extended or altered in a manner appropriate for the Conservation Area to help you achieve Planning Permission. It also gives advice on ways to repair and improve your home so that it helps preserve or enhance the character and appearance of the area.

1.3 What is significant about Roe Green Village?

In 1916 the Office of Works commissioned its principal architect, Sir Frank Baines, KCVO, CBE, FRIBA (1877 - 1933), to design an estate of cottages for aircraft workers employed at the Aircraft Manufacturing Company Limited (AIRCO). AIRCO was a British aircraft manufacturer operating from 1912 to 1920. It produced thousands of aircraft for the British military during the First World War, most of which were designed by their chief designer, Geoffrey de Havilland. Advertised in 1918 as the largest aircraft company in the world, its premises employed over 4,400 people assembling 190 machines a month.

The necessary employment for increased aircraft output brought problems of accommodation and public transport to what had hitherto been a relatively isolated country area. A new estate was therefore required.

Baines was heavily influenced by the arts and crafts movement and in 1915 designed the Woolwich Garden Suburb (the Well Hall Estate) for the Woolwich Arsenal. The cottages in Roe Green Village were deliberately designed and constructed along the same 'garden village' lines and in a traditional English rural style.

Like Woolwich, the cottages were arranged in small groups, in pairs and in short terraces in a combination of brick or render with either slate roofs sweeping down to first floor level or with tiled roofs and vertical tile hanging. The roads were narrow and winding and some passageways were created between groups of houses. There was a feeling of spaciousness, in spite of the narrow, curving roads, with each house having 100ft of land and quite a few houses having side gardens. Internally, the dwellings were arranged in 5 formats and the modest plan form for a 3-bedrooms is illustrated on the next page.

Constructed partially with cavity walls, the estate displays high quality craftsmanship and a coherent design associated with the Garden City and Arts and Crafts movements. Many design details are replicated on the houses throughout the area creating a strong sense of place. In particular Baines placed a strong emphasis on ensuring that the detailing on each house contributed to the overall design of the area. Features such as bracketed guttering over deep eaves soffits, brick patterning, Cornish and Welsh slates, tile creasing* and chimney detailing have all been incorporated in a way that creates an impressive pastiche of a typical rural settlement.

The boundary hedges lining Roe Lane, the loosely structured layout of the houses and the slight variations to the design form are just a few of the features which help create the organic character that distinguishes Roe

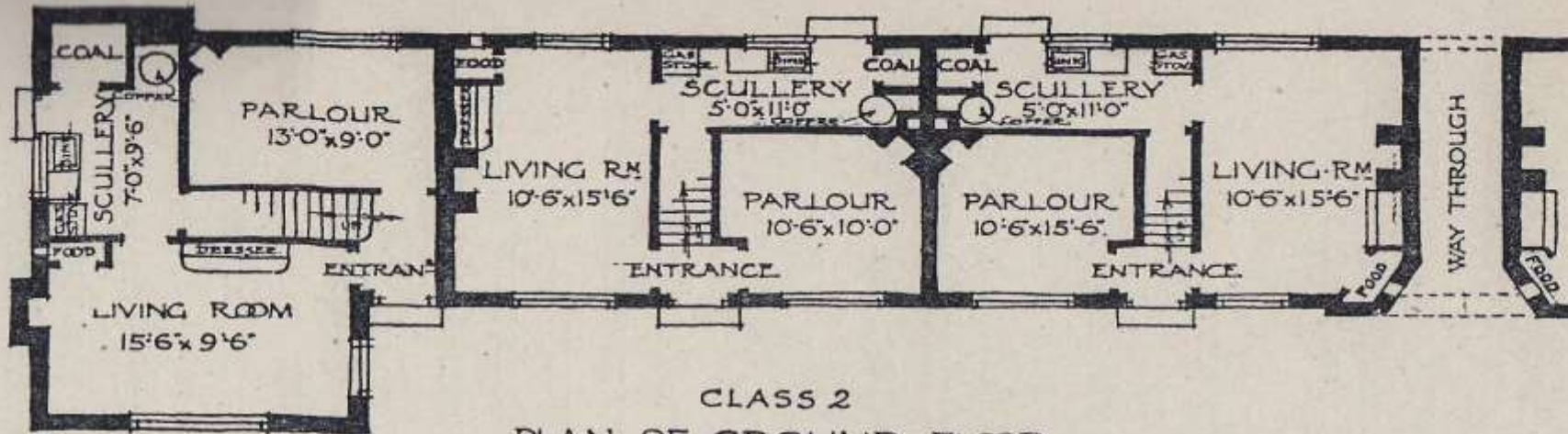
Green Village from the surrounding areas. Central to the layout of the area is the village green which acts as a focal point for the estate.

The special character of the Roe Green Village Conservation Area is derived from the estate's distinct village feel and well preserved appearance.

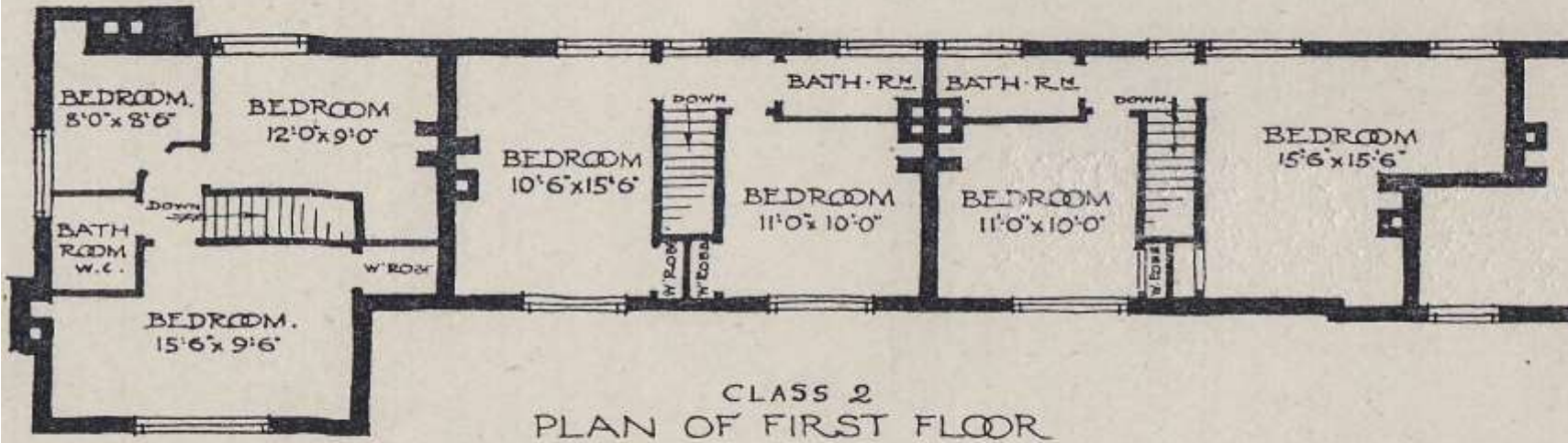
The design and detailing of individual houses is well designed and executed. However, the detailed architectural solutions come from a menu of these solutions that the architect mixed and matched between streets and groups of buildings.



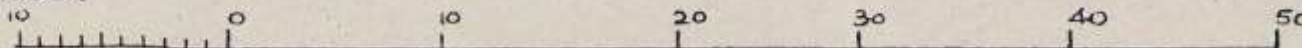
Roe Green Village c1940



CLASS 1



CLASS 1



Original plan form of 3-bedroom house. Source: The Cheap Cottage and Small House, Gordon Allen, 1919



Mixed and matched architectural details illustrated by chimneys



1.4 Who is this Guide for?

This guide is for residents, consultants and builders working in Roe Green Village. It provides information on Roe Green Village’s specific planning constraints, as well as advice on ways to restore, repair, maintain and improve your home so that it helps sustain and enhance the character or appearance of the area.

Alterations that are out of keeping with the original appearance of the houses and streets can spoil the quality of the environment and reduce the desirability of the area forever. The Council can do much to lead in the protection of the Conservation Area, but residents need to care for their own home with the attention to detail shown by the original designers. We share a duty to protect the special character of the area, not only for today’s residents and visitors, but also for those of tomorrow.

As a resident, it is in your interest to keep or restore the special character of your home and area. Usually, houses in well-maintained Conservation Areas have a greater value than those outside. There are many Conservation Areas throughout the country all with different characters and building types; but it is only those areas in which the residents are actively involved in conservation that successfully retain their character.

This guide should answer many of the questions you may have, but if you are in any doubt please contact the Planning Service at planandbuild@brent.gov.uk for advice. **Some of the technical terms you will come across are marked with an asterisk.** These are explained in section 6.6

1.5 Is my property in the Conservation Area?

The Roe Green Village Conservation Area is marked with a red line boundary in Figure 1 over the page. All the properties listed in Table 1 are in the Conservation Area and are covered by the Article 4 Directions.

1.6 What is an Article 4 Direction?

An Article 4 Direction is a special control which gives extra protection to a conservation area by removing some of the property owner’s Permitted Development rights. This enables the Council to prevent insensitive development which would otherwise be out of its control.

This does not mean that an owner cannot make any alterations to their home, but it does give the Council more control over the design and specification of proposed alterations to houses and gardens. Therefore, whilst permission is usually not required to repair any existing features, replacement and alteration of existing features will require Planning Permission. The Article 4 helps the Council preserve the character and appearance of the Conservation Area.

All the properties with Roe Green Village are covered by the Article 4 Direction. The extra effort that owners have to make to obtain the appropriate planning permissions is recognised by the Council. Therefore, within an Article 4 Direction area, the Council does not charge a fee for deciding Planning Permission where proposals would normally be permitted development.

For more information on Article 4 Directions and Planning Permission please see Section 2.

Table 1: List of properties in the Roe Green Village Conservation Area

Street	House number
Bacon Lane	2 - 50
Goldsmith Lane	1 -95, 2 - 58
Roe End	1 - 26 Consec
Roe Lane	1 - 59, 2 - 98
Scudamore Lane	1 - 7, 2 - 8
Shorts Croft	1 - 17, 2 - 24
Stag Lane	316 - 364

Please note that flats or maisonettes within Roe Green Village do not have Permitted Development rights and any external works to such properties will require Planning Permission with the associated fees.

However, if you own a house your proposed works would normally be Permitted Development but removed by the Article 4 so that no fee is required.





Roe End

2.0 When do I need Planning Permission?

The Town & Country Planning (General Permitted Development) (England) Order 2015 allows owners of houses to carry out certain types of alterations and modest building work to their homes without the need to apply to the Council for Planning Permission. However, within a Conservation Area, the type of work allowed under Permitted Development is more limited. There are greater restrictions over the amount a house can be extended or how much demolition can be carried out without planning permission.

2.1 Additional controls by the Article 4 Direction

In addition, in consultation with local residents, the Council applied an Article 4 Direction on the Roe Green Village Conservation Area to ensure its special character is sustained and enhanced. The Article 4 Direction is an additional restraint that allows the Council to guide the way in which alterations, improvements and repairs are carried out.

All properties located within the Roe Green Village Conservation Area require Planning Permission for the following works. Please note that although you need Planning Permission for all of the following, in many cases, this might not be granted or may need to be carried out, installed or constructed in a specific way. The subsequent sections of this guide advise in further detail.

- The construction of any single storey side or rear extensions
- The construction of any first floor or two storey extensions
- The construction of dormer windows
- The erection of a porch
- Erect, demolish or make alterations to any chimney
- Replace, alter or install a new window opening into an existing wall that faces the street. **Be aware that on end-of-terrace or corner plot properties this may affect the side, or rear, of your property**
- Any extensions and alterations to the roof of a property, including but not limited to changing tiles or slates or original chimneys
- The formation or renewal of any hard-surface, or a means of access to the highway

- The removal of soft landscaping with the replacement of hard surface
- The construction of gates, fences, walls or other types of boundary enclosure to front gardens or any other boundary facing the street
- Externally mount a satellite dish to the house
- Apply stone, paint, timber or other cladding to properties in the conservation area including boundary walls and outbuildings
- Alter or remove any external architectural feature or finish such as render, tile hanging or other cladding
- Install new pipes, vents or stacks penetrating the roof
- Installation of solar PV or solar thermal equipment on the dwellinghouse or an outbuilding in the curtilage
- Building any garage, outbuilding or shed within any part of the garden, including the side or rear garden

You may also require **Building Regulations** approval for alterations to your property, further guidance is set out in Section 6.3 of this Design Guide.



3.0 Extending your home

The modest nature of the cottages and well-preserved character of Roe Green Village means that there is limited scope to extend your home without harming the character of the buildings and appearance of the Conservation Area.

This section of the guide sets out the strict parameters for extensions within the Roe Green Village Conservation Area in order to harmonise with the existing building and will not be out of place within the streetscene.

3.1 Extensions

Many properties in Roe Green Village are in terraces or in small groups. They are relatively small in size, therefore, it is only a moderate and carefully designed extension that will integrate with the property relatively successfully and preserve the appearance of the Conservation Area. A subordinate extension will also not harm the garden setting.

You will need Planning Permission for all extensions in the Roe Green Village Conservation Area. General guidance on altering and extending your home is set out in another Council document, SPG5. However, in conjunction you should consider the following points before submitting your application:

- Will your proposed changes add to or detract from the enjoyment of the whole area by you, your neighbours and visitors?
- Will the extension affect your neighbours' view or daylight?
- How will the extension affect the overall shape of the house? The extension should not dominate the existing building or streetscene.
- Will the extension make the building too big in relation to the plot size? The extension should not spoil the original yard/garden setting and should be subsidiary to the original house.
- Does the proportion of the extension, position of openings, and roof pitch refer to the appearance or the host building? All door and window openings on the extension must be the same or complement the proportions of those on the original house.

3.2 Single storey rear extensions

Single storey rear extensions are permitted in the Roe Green Village Conservation Area. Although the rear of the property may only be visible

from surrounding gardens and upper windows, rear extensions impact on residential areas since they have a cumulative effect on these modest properties and the residential area. Therefore, you should comply with the following standards:

The new extension should not project further than 2.5 metres from the rear elevation (face) of the property. However, a full width addition is accepted. On semi-detached properties 3.0 metres will be considered but this may be reduced if visible from the street, a corner property or if there is an adverse effect on adjoining properties or upstairs flats.

The height of the extension should be kept to the lowest practical level, internally matching the rooms inside whilst still complementing the character of the original house.

The preferred design for a single storey rear extension includes a pitched roof. The use of roofing materials should match the original property. If a flat roof is proposed, this should be treated with a parapet* detailed to match the property either with brick on edge and tile creasing* or rendered/roughcast* with coping*.

New construction work, especially the bricks, mortar and brickwork bonding*, should match the original and where possible should tie into the existing brickwork. Equally new roughcast or render should also match.

Windows and doors should reflect the original village style (see also section 3.10). The position of the openings (doors and windows) on the extension should also be in proportion with the property.

In some cases there may be differences in the levels of gardens, which may mean that your extension will have to be reduced in size to reduce its impact on your neighbour.

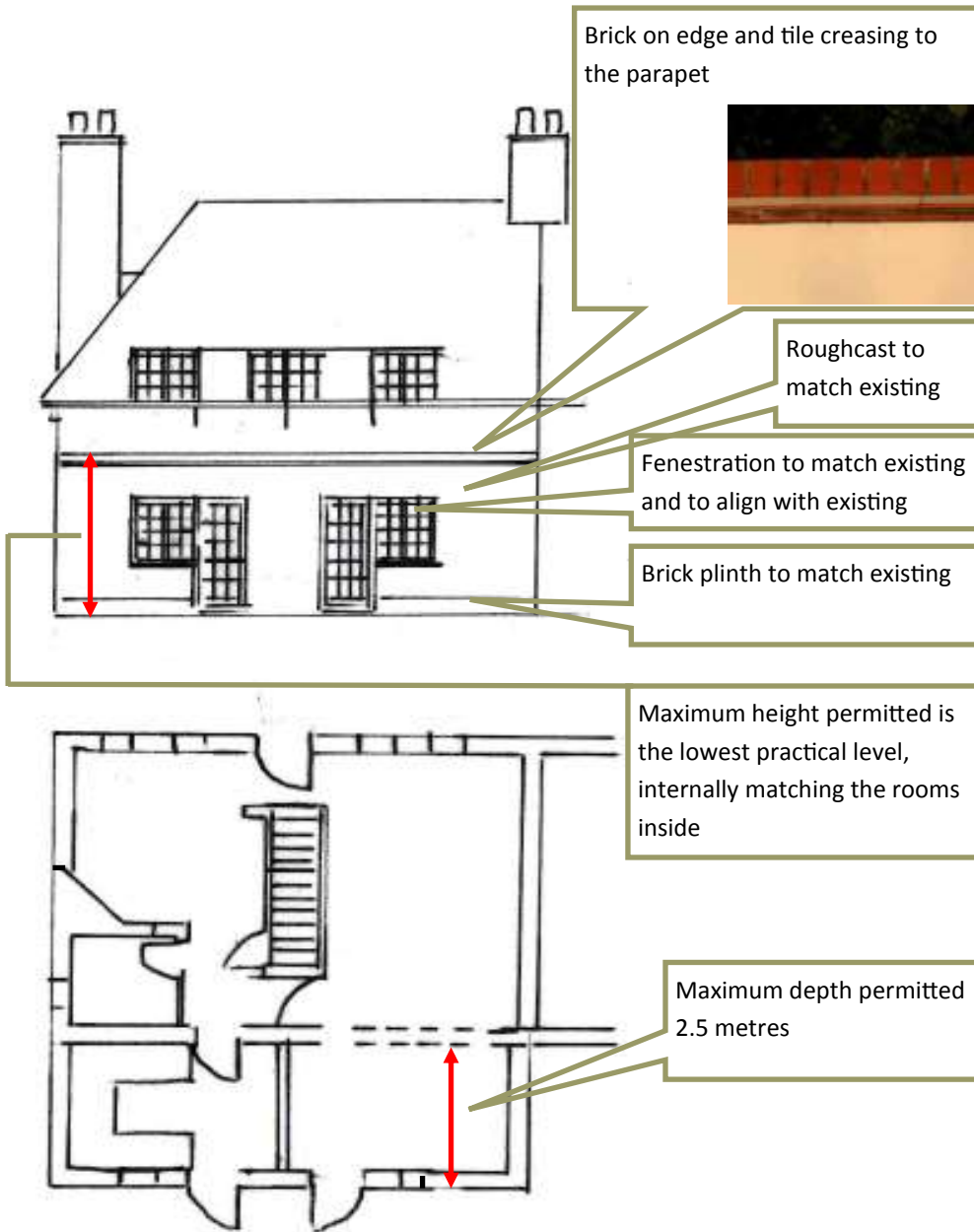
You are encouraged to use materials that are environmentally sustainable to construct an extension. In particular, recycled bricks and roofing materials can be cheaper and may match the original materials more easily.

Guttering and downpipes should be incorporated within the design and should not overhang property boundaries.

3.3 Conservatories

Well designed, single storey conservatories, constructed using traditional materials such as timber and steel, will be considered on their individual merits in place of a solid rear extension. However, conservatories must also comply with the guidance on single storey rear extensions, above.

Single storey rear extensions



3.4 Side extensions

Side extensions are not permitted within the Roe Green Village Conservation Area. They have a direct impact on the character of the original house, the street and the wider area. Few properties in the Roe Green Village Conservation Area have the space which will allow the building of a side extension. The gaps between properties make up the area's special significance and are very limited in width. Extensions to the side harm the appearance of the area by infilling the gaps and creating a 'terraced-like' effect and changing the individual nature of the street.

3.5 Two storey rear extensions

A two storey rear extension is not permitted within the Roe Green Village Conservation Area. The unpretentious and simple design of the cottages within the Roe Green Village Conservation Area means there has never been any scope for two storey extensions wherever located. The overall size of such extensions do not integrate with the architecture of the properties, appearing bulky, harming the integrity of the original building. There are also often associated neighbouring amenity issues with such extensions.



3.6 Dormers, loft conversions & alterations to the roof

Making use of the roof space for additional accommodation is a popular way of extending a property. However, the unrestricted roof space makes internal adaptation difficult. Furthermore, extending the roof in any other way, shape or form would harm the consistent construction and cottage character of the properties.

Most of the houses were originally designed and constructed with dormer windows to front and rear. Additional dormers to these properties would harm the original design and provide a cluttered appearance. Introducing dormer windows to a property where one was not constructed originally would harm the integrity of the whole terrace, unbalancing its symmetrical and integral design.

Rooflights, sunpipes and other forms of natural daylight solutions are also not permitted on any roofslope.



Existing twin dormers in Roe End featuring flared eaves



A detail of a flat roof dormer and its relationship with window below



Roe Lane. Source: The Cheap Cottage and Small House, Gordon Allen, 1919

3.7 Terraces

Terraces at roof level are unlikely to be acceptable. This is because the Roe Green Village estate was not designed with such a feature. The roofs of the properties within the estate are especially visible and it is unlikely that the construction of such a private amenity could be integrated unobtrusively and successfully.

Likewise, terraces proposed on the top of rear extensions will also not be permitted. This is because the associated railings, privacy screens and access arrangements are likely to harm the character of the building. Furthermore, there is also likely to be issues around the control of noise and overlooking with the creation of such a feature.

3.8 Basements

Full depth basements to properties within the Roe Green Village were never a feature of the original estate plans. The properties were all constructed to be modest accommodation for the factory employees of AIRCO. The construction configuration and the need for natural light by a lightwell means that such excavations are highly visible within the streetscene. Constructing a basement would change the modest appearance of the property to something grander – harming the very nature of the design strategy behind the estate.

Basement extensions will therefore be resisted within this Conservation Area.

Further information on all extensions can be found on the Council's website and in SPG5 at www.brent.gov.uk

You may need Building Regulations Approval for most alterations and extensions. Please remember that you will need to check with the Council's Building Control department at BuildingControl@brent.gov.uk before you start the work.

Also that you might need Planning Permission even if you do not require Building Regulations Approval and vice versa.



Shorts Croft



Roe Lane

3.9 Window repair

The original windows within the Roe Green Village were in a distinct 'cottage' style side hung timber casement* with small panes. These casement windows, whether opening or fixed were generally four panes deep and two panes wide. They were painted a dark colour and there were no fanlights. The only exception is that a few properties also had bow windows at ground floor.

Please repair and refurbish original windows wherever possible. This will be cheaper than replacing them and will make sure you keep the character of your house. Rotten areas of sills* and jambs* can be cut out and replaced with new timber cut to the same size and shape. This is a fairly quick and inexpensive way to repair your windows and does not require Planning Permission.

3.10 Window replacement

Please note, replacement windows to elevations fronting the highway will require Planning Permission as covered by the Article 4 Direction. You will also require Planning Permission to replace all your windows if your property is a flat or maisonette.

In consultation with residents, PVCu* replacement windows have been agreed as alternative materials to timber subject to the replacement windows replicating the design of the original windows (even if the windows have already been replaced previously).

However, poor window replacement can have the single most negative impact on the character of the Conservation Area. Therefore, replacement windows must have the same overall section arrangement and proportions as the original windows, including the same number of uprights, the same number of horizontals and the same number of glazing bars all at the same position as the originals. They must have even sightlines*.

Carefully note the original glazing pattern for your property and the street. In most cases each casement has 2 panes over 4, but in some situations the window is 2 over 3 as the dormers in Roe End. Specifically, each pane has a 5:4 height to width ratio. To restructure the PVCu dimensions to reflect the original's, the standard depth of between 60mm and 70mm is required. This will ensure the whole window profile is slimline enough to match the original wooden frames and sections (see page 23).

Windows should be set back into their original position within the depth of the reveal*. Please do not change the original size of the window opening. The use of fanlights or internal glazing bars* does not faithfully recreate the

style of the original windows and will not be permitted (even where they have been installed subsequently). External trickle vents are not permitted.

When submitting a planning application for replacement windows, the following information will be 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 mullion* showing the relationship of fixed and opening casements, with full size details of any glazing bars which must be mounted externally.

The above requirements all also applies to windows within extensions.

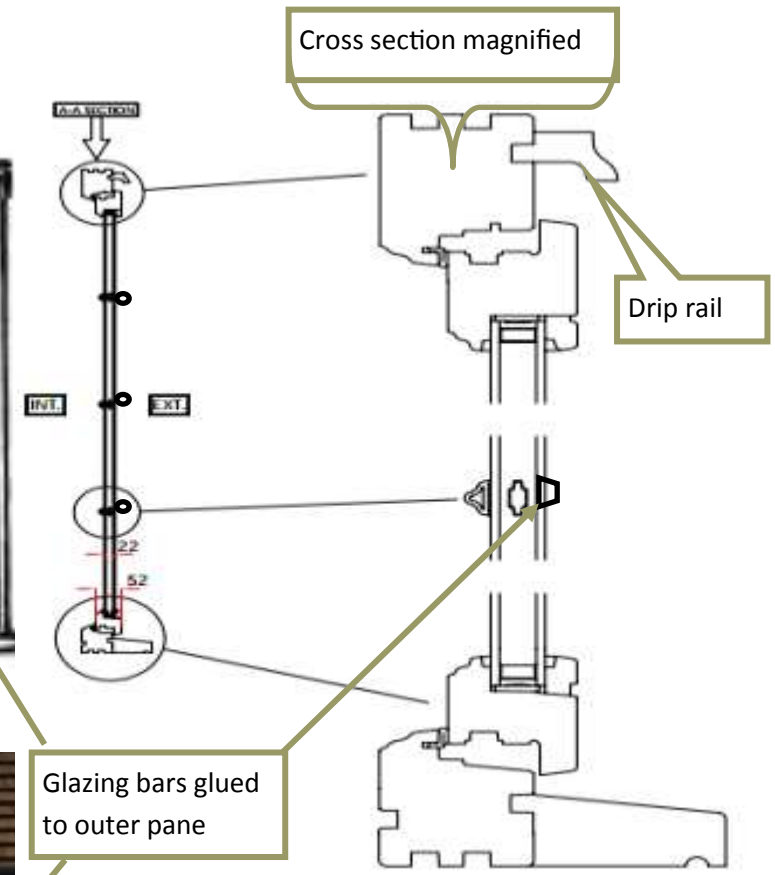
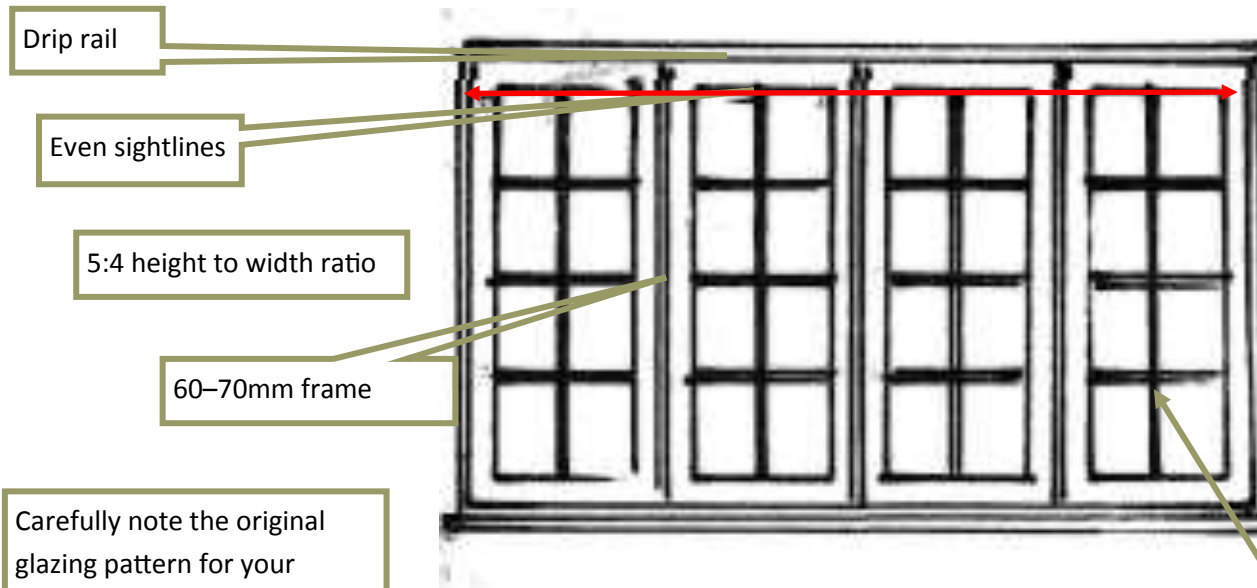
Please see the following page which provides further advice and illustrations on what is and what is not permitted.



TOP: Timber side hung casement window in a flat roof dormer. Note the even sightlines and the particular window design.

BOTTOM: An existing timber bow window within the village. It has been accepted that bow windows cannot be replicated in PVCu and therefore carefully designed canted bay windows will be permitted as an alternative.

Window replacement



Carefully note the original glazing pattern for your property and the street. In most cases each casement has 2 panes over 4, but in some situations the dormer is 2 over 3 as in Roe End.

No top-hung fanlights

No external visible trickle vents

Windows fitted back into their original position



Glazing bars glued to outer pane

Please ensure you include window elevations 'as existing' and 'as proposed' at scale 1:10 or with all dimensions clearly annotated.

Property elevations or photographs of the whole of the property will be required, with the windows to be replaced numbered to correspond with existing and proposed windows.

A cross-section (as above) at a scale of 1:5 or preferably full size through the mullion showing the relationship of fixed and opening casements with full size details of any glazing bars.



Goldsmiths Lane. Source: *The Cheap Cottage and Small House*, Gordon Allen, 1919

3.11 Front doors, porches and canopies

The original designers and builders working in Roe Green Village paid great attention to the architectural details and decorations of the cottages. There is quite a variety of architectural embellishment and articulation to be seen.

The original front doors in Roe Green Village were of a simple 'cottage' type – solid timber 3-panelled with six panes of glazing over (see Figure 2) painted a dark colour. The door to the common parts had vertical wooden detailing (see Figure 3). Original doors to the estate should be retained and repaired wherever possible as they make up the special character of the area.

If the property is flat, a replacement front door requires Planning Permission. Timber looks best, but PVCu and composite is acceptable as long as it matches the cottage style and character of the area.

The original house designs did not include porches or canopies but some properties have added these in a sympathetic way. It is important that porches or canopies are designed to respect the form of the original property and are constructed using materials to match the original house. A new porch will require Planning Permission and proposals will be considered on their individual merits.



Figure 2



Figure 3



Figure 4



In some cases new porches will be acceptable as above. The design should follow the style of the house and be in matching materials. Note the careful stepped tile creasing detail at the eaves. Some properties have a different architecture and a porch would harm the design of the building (see Figure 4).

4.0 General repairs & other installations

There are many reasons why people want to make changes to their home. Repairs and alterations may be necessary due to weathering, families may need more space and new owners may wish to personalise their home.

Living in a Conservation Area does not mean that you cannot make alterations to your home but it does mean that the changes that you may wish to make must preserve or enhance the character and appearance of the property and the area.

The cottages in the Roe Green Village Conservation Area were built to a limited variety of designs. They all blend together because similar building materials, similar overall sizes and architectural details were used. Also, many streets and short runs of houses were built to consistent designs. This unity of design gives the area its unique character. Alterations to an individual building may affect the whole street scene if they are not in keeping. The more inconsistent the alterations, the more negatively the area may be affected.

Some properties were altered before the strict controls of the Article 4 Directions were put in place. Where this has happened, we encourage residents to restore the original appearance of their property. In time, the character of the area will be enhanced and the desirability and value of individual homes is likely to increase. Changes made prior to the Article 4 Direction coming into force do not mean that owners can make similar changes now.

4.1 Decorative features and details

The original designers and builders working in Roe Green Village paid great attention to the architectural details and decorations of the cottages. There is quite a variety of architectural embellishment and articulation to be seen.

These include: brick patterning, exposed brick lintels, Cornish and Welsh slates, tile creasing*, tile hanging, bracketed guttering, picket fences and chimney pots and projecting eaves*. Once original details are lost, they are rarely replaced. Removal of building detail can spoil the appearance of individual buildings as it is often the quality of the decorative features that add to their significance. Furthermore, the cumulative loss of individual features will harm the overall appearance of the street and therefore the Conservation Area. If decorative features are beyond repair, specialists are expected to make an exact replica or a building materials salvage supplier may be able to trace an original replacement. Houses with original architectural detailing are more attractive to potential purchasers.



Flared eaves soffit



Canted chimney stack



Bracketed guttering



Vertical slate hanging



Canted entrance to common parts



Decorative corbel

Decorative elements in the Roe Green Village Conservation Area



Graded tiles



Stepped chimney stack

4.2 Repairing and re-pointing

Where bricks have spalled*, chipped or decayed, they can be cut out and replaced with bricks of the same size, texture and colour. The brick bond should also match exactly. Second-hand bricks from a building salvage supplier or a specialist brick manufacturer can be used. Re-pointing should be carried out to the highest standards as poor re-pointing can make the brickwork decay more quickly. The Council would always recommend a specialist contractor with knowledge of traditional brickwork and historic buildings to undertake such brickwork repairs.

Ask for a method statement. A contractor should generally rake out loose and decayed mortar by hand using a hammer and chisel (not an angle grinder). The mortar should match the colour and texture of the original. Generally, a lime based mortar should be used as cement based products can cause decay of the brick in the longer term and care should be taken not to let mortar spread over the faces of the bricks.



Specialist repointing

4.3 Roughcast and render

Roughcast or render to walls should not be removed unless required for repair, in which case it should be replaced. Take care to match the existing texture. The composition of the roughcast or render should be established before the right material can be chosen for repair. The roughcast walls were originally unpainted but have subsequently been always painted British Standard white.

You can repaint roughcast and render with British Standard white without the need for Planning Permission. However, repainting in any other colour requires Planning Permission and the colour might not be permitted.



Painted roughcast

4.4 Painting and other wall coverings

Original brickwork should not be painted or covered with any other finishes. If architectural details are covered over, this can spoil the appearance of the property. Moreover, this may trap moisture and cause serious damage to walls. It is usually possible to remove paint from original brickwork.



Painted brickwork

Please contact the Planning Service at planandbuild@brent.gov.uk for advice on how to remove paint and clean the brickwork of the house.

4.5 Tile hanging and timber boarding

Some cottages in Roe Green Village have areas of tile or slate hanging, which are standard plain clay roof tiles or slates applied to the walls on timber battens. Tile hanging can easily be repaired or replaced if necessary.

Make sure that new slates or that the plain clay tiles match the originals. Existing horizontal timber boarding* should be treated with a shade of dark brown wood preserving stain that relates to the existing and adjoining properties.

4.6 Roofs

Most roofs in Roe Green Village are covered in either natural Cornish slate or hand-made clay tiles. Problems that arise are usually due to rotten fixing nails or wooden battens. Straightforward repairs and replacement of missing tiles to match will not require Planning Permission. Complete re-roofing in new materials will.

Where replacement is necessary, care must be taken to match the colour, texture, size and materials of the originals. On slate roofs, re-roofing should be carried out using natural Cornish slate or a precise match. On roofs with handmade clay tiles matching tiles should be sourced. Close attention should be paid to the roof details, for example the grading of the slates, eaves*, soffits*, ridge tiles and verges. It is usually possible to re-use up to fifty percent of original slates or tiles.

Where Building Regulations require that the roof space should be ventilated, the traditional method is to ventilate from under the eaves and at the ridge. Off-the-shelf plastic ventilator tiles will not be permitted.

A number of gable ends in the village are clad with horizontal timber boarding. This should be retained wherever possible and, if replacement is necessary, matching boarding will be required.

4.7 Chimneys

There are many different styles of chimney in the Roe Green Conservation Area. In some cases they are relatively tall, were built using decorative bricks, are corbelled or have other ornate brick courses (Page 9). They are an important part of the character of the area and must not be taken down or altered. Please keep your chimney in good repair. Repairs should take account of tile creasing and capping details and retain or reintroduce matching pots. A chimney helps ventilate your property and if you need a new flue for a new central heating system it can be run inside the existing chimney.

4.8 Gutters and drainpipes

It is essential to keep your gutters and drainpipes in good repair because leaks can cause damp problems in walls, which may cause expensive problems inside your home. The original gutters and drainpipes in the Conservation Area were cast iron. You do not need Planning Permission to carry out repairs or fully replace rainwater goods. Where full replacement is necessary, painted aluminium is the best match to cast iron. Please retain decorative cast iron hopper heads* and the bracketed gutter supports.

You can avoid costly repairs by regular maintenance. For example, you should clear blocked gutters and drains, repaint regularly and get slates refitted when they become loose. It will be much more expensive to carry out repairs if you leave problems to get worse. If you cannot do this yourself, it is advised to seek help from a professional with experience in historic buildings.



Replace slipped slates



Clear drains



Repair downpipes



Clear blocked gutters

4.9 Aerials and satellite dishes

Even the most attractive building can be spoiled by the poor siting and excessive telecommunication equipment. Ideally, TV aerials should be located off the skyline as far to the rear as possible so that they are out of public views. However, it is accepted that nearly all properties in the Village already have 1 TV aerial in place, usually on the chimney. Planning Permission is not needed to alter the position.

The installation of a satellite dish requires Planning Permission. These should be fixed out of the sightline of neighbouring properties in the least obtrusive location so that they do not concern neighbours'. They can also be placed in back gardens.

Do not place them where they can be seen from the street: on the chimney, elevations facing the street or on your roof. Planning Permission will not be granted for such installations in these sensitive, visible locations.

Cable television is available in the Village and a good alternative.

4.10 Gas, electricity and water service boxes

If at all possible this type of equipment should be housed inside the communal areas or on side returns. Position modern gas, electricity and water meter boxes so they are not too noticeable.

4.11 Solar panels and other environmental installations

The Council encourages environmental improvements, but also recognises that many installations are not appropriate for Conservation Areas. The installation of this type of equipment will always require Planning Permission.

Solar PV panels are not permitted on the roof slopes or the elevations of the cottages within the Roe Green Village Conservation Area. This is because the Roe Green Village estate is especially well preserved and integrally designed. However, it might be possible to install solar panels where they are discreetly located at ground level to the rear. This will be considered on a case by case basis.

Most other external installations can also be visually intrusive and will require Planning Permission. For example, the installation of cavity wall ventilation systems and the associated need for copious weep vents, passive

vents and other inlets. It is always best to install environmental technology that does not impact on the character of the conservation area such as internal thermal insulation and ground source heat pumps.



Please contact the Planning Service at planandbuild@brent.gov.uk for advice or clarification on the installation of such technical equipment on your property.

5.0 Gardens and curtilage

Gardens are as important to the character of Roe Green Village as the cottages. This includes the actual garden layout, boundary treatment and paving. In addition to their aesthetic and environmental value, shrubs and plants can provide privacy and security.

5.1 Off-street parking and front garden layout

The Council will not normally give permission for driveways and off-street parking in Roe Green Village as this would have a harmful effect on the character of the Conservation Area. In exceptional circumstances the Council may grant permission for a standard off-street parking space in Stag Lane where at least 50% of the total front garden area will be retained and is suitably landscaped with soft planting features to properties with the most generous front boundary depths.

Any new hard surfaces should be formed using traditional, permeable materials. The most suitable and sustainable materials are gravel and concrete using a high aggregate. The use of tarmac is not considered acceptable on the garden or the pavement crossover.

If a new access point is permitted as part of the proposal the remaining boundary should always be properly considered. The total removal of garden fences and hedges across the whole width of the front plot is not acceptable. Furthermore, where a boundary is missing, an appropriate replacement will also be required.

Planning Permission for off-street parking spaces will also be subject to assessment by the Council's Transportation Team. Further guidance on the Council's standards for off-street parking can be found in the Council's document: **Roads, making an access to a road (SPG 3)** which can be downloaded free from Brent's website www.brent.gov.uk.

5.2 Front gardens, fences and boundaries

The front garden layout is a distinctive feature of each individual property and part of the original 'cottage garden' estate. Originally, Roe Green Village had rather simple 'open-plan' front gardens—mainly grass, the odd feature tree and rose bushes lining rear boundaries. Narrow concrete pathways led to the front doors.

Over time, the range of available plants has increased immeasurably along with peoples tastes. The traditional front garden plot now includes a picket

fence, gate and/or boundary hedges together with soft landscaping such as planting, lawn and trees. These features now make up the special character of the Village and form part of its cottage garden appearance. Fortunately Roe Green Village is well preserved and the majority of front gardens have not been paved over and their boundary hedges and fences remain.

The Council does not want to be too prescriptive with regards to planting but would urge those redesigning their frontages to work with the spirit of the cottage garden appearance. The loss of picket fences, hedges or cottage garden features will be resisted. **Please also see advice on hedges on the following page.**

Side boundaries between neighbouring properties within the front garden usually consist of timber feather edge boarded fences of up to a metre in height, picket fence or hedge. These should carefully repaired or maintained. Within the front garden it is important to consider how the party division will affect the appearance of the Conservation Area but also your neighbour's amenity. Anything over a metre in height or bulky is unlikely to be acceptable.



Picket fence and pathway to front door

5.3 Hedges

Boundary hedges are an intrinsic part of the Roe Green Village Conservation Area not only adding to the character and setting of the dwellings but also providing valuable habitat and food source for local wildlife. These hedgerows typically trimmed to a height of 1.0-1.3 metres serve to define boundaries and identify access points. Hedges should be cut back to the boundary to allow easy access for pedestrians. Please contact the Landscape Team for advice on maintenance or where this has become an issue at planningstrategy@brent.gov.uk

The removal of hedges drastically alters the natural/urban balance within Roe Green Village. Therefore, the Council recommends and actively encourages the retention and on-going management of boundary hedges in both front and back gardens as this is the best way to preserve the character of the village.

For further advice regarding the maintenance of existing or establishment of new hedges, contact the Landscape Team at planningstrategy@brent.gov.uk



5.4 Trees

There is now a wealth of evidence on the many benefits of high tree canopy cover, including improving: physical and mental health; air quality; water quality; water management (reducing flooding); shading; cooling through evapotranspiration; as well as the more obvious benefit of improving biodiversity and wildlife. Larger forest type trees provide greater benefits and older trees generally support more biodiversity.

All trees within the Roe Green Village Conservation Area that have a stem diameter greater than 75mm when measured at a height of 1.5m above ground level are legally protected. You will need to provide the Council with six weeks' written notice of any works you may wish to carry out.

Written notice can be in the form of a letter or email, although you may wish to use the Local Government Planning portal where you will find a form for works to trees covered by tree preservation orders and within conservation areas.

Your notice or application must contain full contact details including your postal address, the location and species of tree(s). Importantly you should also provide a detailed description of the type of work you wish to carry out along with a site plan.

In addition to conservation area protection, some trees may also be subject to a Tree Preservation Order. You can find out more about tree preservation orders at <http://planningguidance.communities.gov.uk/blog/guidance/tree-preservation-orders/tree-preservation-orders-general/> or by contacting the Council's Landscape Team at planningstrategy@brent.gov.uk The Council can also provide an up to date list of Arboricultural Association approved Tree surgery contractors.

The original village was planned around the existing fields and hedgerows that was farmland in Kenton. Some of these trees can be seen and survive in the village today (Figure 4).

As the village developed, many forest type trees were planted or self seeded on the boundaries of back gardens. Many of those trees still exist and due to their size and maturity may need special care and attention. As well as making an important visual contribution to gardens and the conservation area as a whole, large forest type trees are better for the environment and providing habitat for all types of fauna. Where large trees have to be

removed, the Council encourage the planting of suitable tree species especially where they provide further benefits for native wildlife.



Figure 4: A surviving tree from original farmland

The maintenance of trees is sometimes an issue especially where they overhang a neighbouring garden or building. The Council urge all residents to consider their trees and the impact they may be having on others and to take specialist advice when pruning works are required. The Arboricultural Association is a good starting point when choosing a tree surgery contractor or engaging a tree consultant with regards to building works.

Smaller garden trees also play an important role in Roe Green Village with Acers, Cherries, Crab apples, Magnolias, and many other smaller species adding to the beauty and biodiversity of the area. An appropriate choice of front garden tree makes an invaluable contribution to the streetscene as does a carefully planned front garden space.

Residents are reminded that it is an offence to carry out any works to trees without the written consent of the Council. For further advice regarding the maintenance of existing or establishment of trees, contact the Landscape Team on planningstrategy@brent.gov.uk





Roe Lane

5.5 Garages

Garages were never a feature of the original estate as the mass production of motor cars was in its infancy in 1916.

The integral design layout of Roe Green Village means that there is limited space beside the terraces to construct such a structure. However, there are a few examples of garages constructed in the rear gardens where there is separate driveway access. In all instances these have been designed to complement the cottage style of the estate in brick, with pitched roofs and bargeboards.

The erection or replacement of a garage will require Planning Permission. At the front of the property there is unlikely to be any scope for a garage. This is because it would obscure the front elevation of the property introducing an alien structure to the streetscene and the estate. Proposals for new or replacement garages in the rear garden location should match the style and materials of the host property and have a pitched roof.

5.6 Carports and pergolas

Planning Permission will be refused for carports and pergolas within the front garden area. This includes standalone tented structures, glazed structures, timber-framed-trellis work and fixed metal canopies. These structures were not envisaged as part of the original estate design. They therefore stand out, and the cramped nature of many of the gardens mean that such structures are overbearing in nature.

5.7 Bins and cycle storage

Bins can become an eyesore if left in public view after collection days. Carefully designed and located bin storage is required as part of any new landscaping scheme. This is because bins can damage the visual amenity of an area and contribute to increased levels of anti-social nuisance such as odour and litter. The location is key, and for some properties within the Roe Green Village there is room for such structures along the party division. Soft landscaping should be used to help assimilate with their surroundings.

Likewise, with cycle stores, these should be carefully considered early in the design process and located away from the very front of the property towards the side or flank position. If cycle stores are in public view it is particularly important that materials should complement the design rather than appearing as utilitarian.

5.8 Ramps

In some circumstances, there may be need to introduce a ramp to gain easier access to your home. Consideration should be given not just to the ramp itself and what material is suitable but also to handrails and handles. A portable ramp may be better than some form of concrete pathway which damages the frontage of the property. A temporary ramp will not require Planning Permission and can be removed at a later date.



Garages in Goldsmith Lane

5.9 Rear and side gardens

The rear gardens across the Roe Green Conservation Area are relatively similar in that they are generous in length. The individual cottages have long narrow gardens i.e. Shorts Croft. The flats, i.e. in Goldsmith Lane, were designed with their own individual garden accessed by a thin concrete and aggregate pathway between the plots (see image following page). The rear gardens have become substantially wooded and lush.

Some properties, particularly where they are situated at the end of the terrace, i.e. 24 Shorts Croft, have substantial side gardens rather than rear. These side gardens are especially visible because they face the main road.

You do not need Planning Permission to plant a hedge or a tree in your rear garden. The maintenance of hedges and trees is sometimes an issue especially where they overhang a neighbouring garden or building. Traditionally, hedges and boundaries were no more than 1 metre in height. Two metres has become acceptable norm and part of the established character. The Council urge all residents to consider their hedges and trees and the impact they may be having on others and to take specialist advice when pruning works are required. They not only form part of the character of the conservation area but are important for biodiversity and wildlife. More advice on trees can be found in section 5.4.

5.10 Rear fences and boundaries

You do not need Planning Permission to erect a boundary fence which is under 2 metres in height unless your rear garden faces the road or you own a flat or maisonette. Any fence over 2 metres is unlikely to be acceptable, but where security is an issue, a more robust alternative may be considered. The Council encourages the planting of boundary hedges rather than fences as this was the original design of the estate.

You do not need Planning Permission to lay a path or paving at the rear as long as the garden does not face a road.

5.11 Outbuildings and structures

Rear and side garden outbuildings and structures include sheds and greenhouses as well as other ancillary garden buildings such as swimming pools, ponds, sauna cabins, kennels, enclosures (including tennis courts) and many other kinds of structure for a purpose incidental to the enjoyment of your house.

Planning Permission is required for such structures in any of the following circumstances:

- if you own a flat or maisonette
- if it is at the side of the property
- if it is to be constructed forward of the front elevation of the property
- if it has a veranda, balcony or raised platform

Where Planning Permission is required, as with extensions and alterations to the main house, new buildings or structures within rear and side gardens of the Conservation Area must preserve or enhance the character and appearance. Proposals would also need to follow the advice in SP20 as well as the below:

Larger structures and outbuildings should be positioned and set well away from the house within the very rear of the garden.

The maximum footprint should be 15m², 2.1 metres max height to eaves for a pitched roof and 2.5 metres max overall height for a flat roof.

All outbuildings should be constructed with traditional materials such as brick, timber slats and a felt roof.

They should be screened with soft landscaping to reduce their impact.

A rendered or pebble-dashed structure may be acceptable, but would have to be considered on its merits. Careful fenestration detailing will be required to match that of the house.

Under no circumstances will PVCu conservatories be considered acceptable.

Where your garden abuts a neighbour's garden you may have to reduce the size and scale of your proposed building to reduce the impact on the neighbouring garden and views out of your neighbour's house.

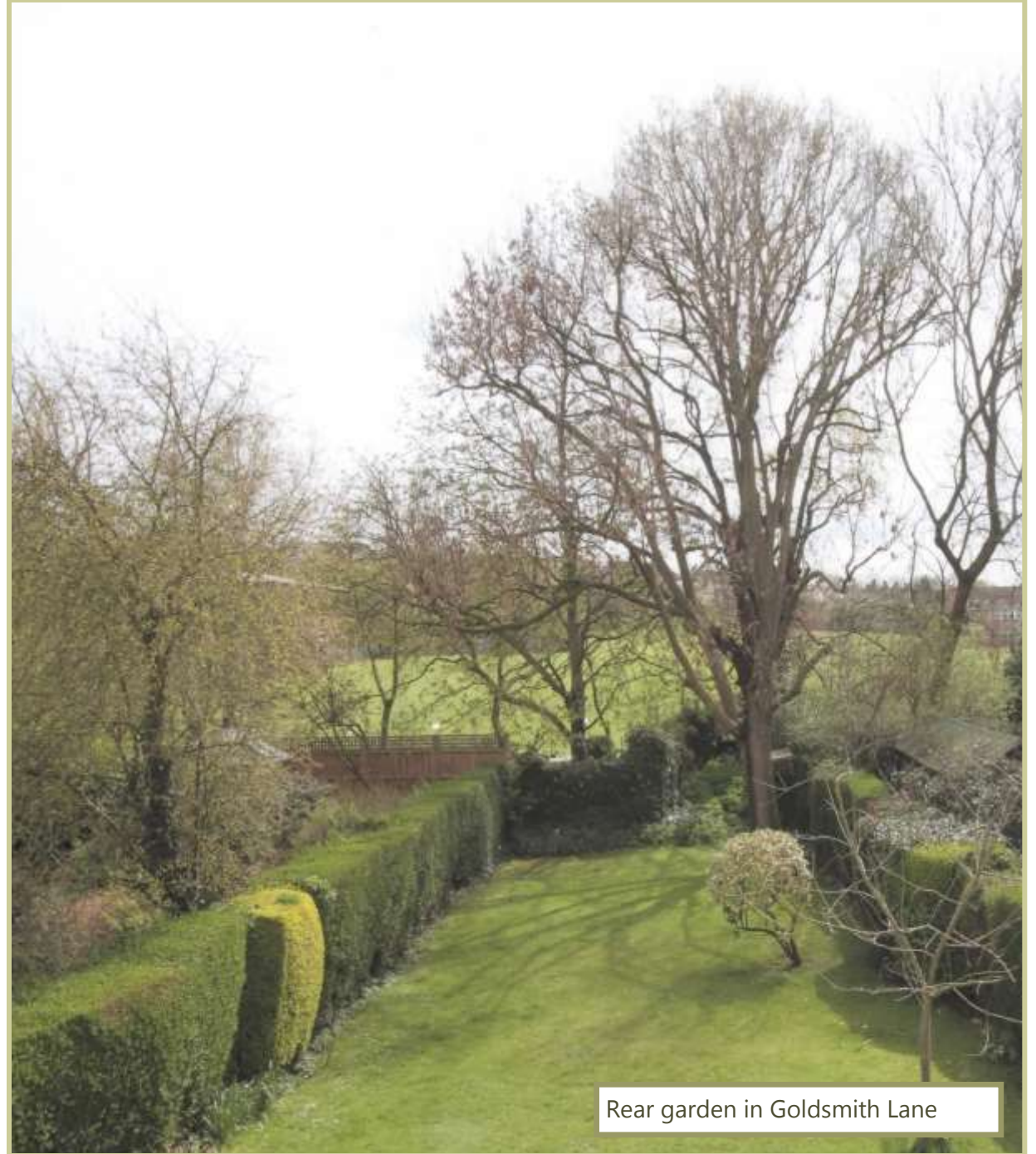
Where the placement of a building is likely to result in the loss or damage to a significant tree, either in the applicant's garden or within a neighbouring property, a suitable design solution that retains the tree(s) must be found.

An illustration of the size, dimensions and design can be seen in Figure 5.

If you own a house, outbuildings are considered to be Permitted Development within certain size parameters and subject to the limits above. To be certain of the size parameters and limits you are advised to contact the Planning Service.

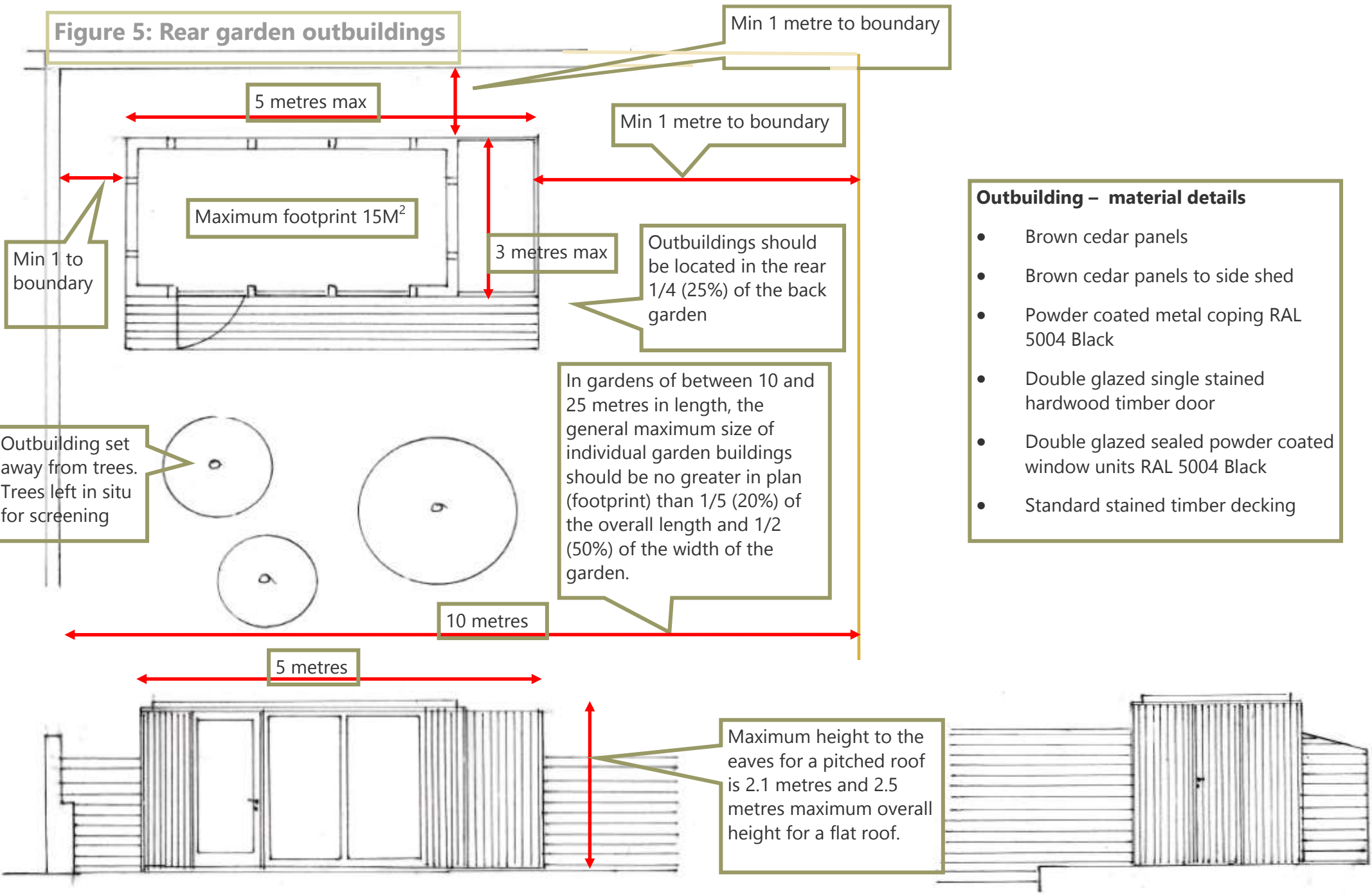


Goldsmiths Lane showing original planting.. Source: The Cheap Cottage and Small House, Gordon Allen, 1919



Rear garden in Goldsmith Lane

Figure 5: Rear garden outbuildings



- Outbuilding – material details**
- Brown cedar panels
 - Brown cedar panels to side shed
 - Powder coated metal coping RAL 5004 Black
 - Double glazed single stained hardwood timber door
 - Double glazed sealed powder coated window units RAL 5004 Black
 - Standard stained timber decking

6.0 Getting permission

Whether you need Planning Permission depends on what you want to do. However, in many cases it is likely that you will need permission from the Council before you make any changes to the outside appearance of your house.

6.1 Planning Permission

It is very important to remember that the Article 4 Direction planning controls placed on the conservation area by the Council are legally binding. In addition to standard planning controls, you must apply for Planning Permission for any of the work listed in Section 2.1. It is always best to contact the Planning Service at planandbuild@brent.gov.uk to find out whether you need to make an application.

6.2 Works to trees and Tree Preservation Orders

In conservation areas it is necessary to give 6 weeks written notice to the Planning Service at planningstrategy@brent.gov.uk before removing or lopping a tree that has a trunk diameter exceeding 75mm at a height of 1.5 metres. In the written notice you should include a description of the tree, its location, what work you intend to do and why. Some trees may also have Tree Preservation Order. For more information on works to trees see section 5.4.

6.3 Building Regulation approval

You will need Building Regulations Approval for most alterations and extensions. You will need to check with the Council's Building Control department at BuildingControl@brent.gov.uk before you start the work. Please remember that you may need Planning Permission even if you do not require Building Regulations Approval and vis versa.

6.4 How to apply and Heritage Statements

You will need to fill in a Planning Application form which can be obtained through the Planning Portal www.planningportal.gov.uk Clear existing and proposed plans are required. The Council recommends that you use a qualified architect or similarly skilled professional to undertake the drawings as well as for any additional reports such as **Heritage Statements**.

As part of the application a **Heritage Statement** is required. This should include all of the following:

- An assessment of the building or property and the conservation area (in context) which may be affected by the proposed development,
- An assessment of the impact of the proposed development on the building or property and the conservation area; and
- A mitigation statement outlining measures to address any impacts of the proposed development on the building, property or conservation area.

The amount of detail that is required in a heritage statement will vary according to the particular proposal. For small householder extensions and alterations this need not be onerous. Enough to explain that your proposal will preserve the character and appearance of your property. It can take the form of statement in a small report or set out in an email. It can also be provided as part of a **Design and Access Statement**.

A Design and Access Statement will be required for the provision of one or more new houses or the construction of a building or buildings where the floor space created by the development is 100m² or more.

Please refer to the Council's website www.brent.gov.uk for further guidance on submitting a Planning Application in a conservation area. There are specific guidelines on certain necessary **Validation Requirements** as well as further information Heritage Statements.

The Planning Service aims to determine Planning Applications within 8 weeks. It is likely that permission will be subject to providing additional information, such as material samples to be approved on site, before the work can be undertaken.

A proposal which does not adhere to the guidance or a contemporary design may need further submissions to assist the Council. This may include larger scale drawings, perspectives, photomontage, models, details and samples.

6.5 Specialist help

To make repairs and alterations that preserve or restore the character of the property, a specialist supplier or craftsmen may be required. Some of the materials and skills may no longer be in common use and may take time to find. Please check with the Council's Planning Service at planningstrategy@brent.gov.uk if you are in any doubt. It might be able to source local specialist assistance.

Specialist services and supplies are sometimes more costly than the mass-market, ready-made alternatives, but not always. In most circumstances specialist help need not cost more. However, when it does, many residents view the extra expense as an investment. If you preserve or restore the original appearance of your house, this can help to maintain or even increase its value.

6.6 Explanation of technical terms (words with *)

Brickwork bonding: Arrangement of bricks in a wall, combining bricks laid lengthways (stretchers) and bricks laid widthways (headers).

Casement window: A window which is side or top hung and opens on hinges within a smaller sub frame, called a casement.

Cill/Sill: The bottom section of a window frame that projects out from the wall to allow rain to run away.

Drip rail: A section of wood mounted above the opening casement of windows to shed water away from the opening when opened.

Eaves: The junction of the wall and the lower edge of the roof.

Even sightlines: This is where the window frame is of equal size/width all the way around and the panes of glass are all the same size.

Glazing bars: The bars of wood which separate individual glass panes in a window.

Timber boarding: Timbers applied vertically or horizontally to the walls of houses as a decorative feature.

Hopper head: Is a water collection feature/container placed at the top of

a downpipe.

Jambs: The side section of a door or window frame.

Mullion: a vertical structural member/upright of a window frame.

Parapet: A section of a wall that projects above the eaves of a flat roof. A parapet can be topped with **brick on edge** with **tile creasing** (tiles laid flat under) or with a **coping stone** (a flat stone laid across the top).

PVCu: Poly Vinyl Chloride Unplasticised. This usually refers to plastic windows.

Reveal: The masonry opening for which a window is fitted. The reveal is the depth of the opening.

Roughcast: Rendered wall finish with small stones added to the mixture.

Spalled bricks: Bricks that have lost their front faces through frost damage.

Soffit: The underside of a structure such as a window or overhanging eaves.

