

PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS ACT) 1990
PLANNING (LOCAL LISTED BUILDING CONSENT ORDERS) (PROCEDURE)
REGULATIONS 2014

LOCAL LISTED BUILDING CONSENT ORDER –
WORKS TO WINDOWS

Consented Works (Classes A – C)

- A. Application of internal secondary glazing to windows.*
- B. Replacement of an existing window, fanlight, glazed or part-glazed external door in an extension to a listed building which was constructed after the date of listing and with the benefit of listed building consent with a double-glazed window or door or replacement of a single-glazed pane of glass with an insulated glass unit or vacuum glazing unit.*
- C. Replacement of an existing window, fanlight, glazed or part-glazed external door where the window or door was installed in a listed building after the date of listing and with the benefit of listed building consent with a double-glazed window or door, or replacement of single glazed panes with insulated glass units or vacuum glazing units.*

Works not permitted

Works are not consented if —

- (a) they relate a Grade I or Grade II* listed building;
- (b) they relate to an ecclesiastical building.

Conditions

Consent is given subject to the following conditions for each Class —

Class A:

- (a) The secondary glazing is to be designed to minimise its visibility from the exterior of the building;

- (b) no parts of the existing window construction, including frames, cills, sub cills, jambs, aprons, casings, shutters or shutter boxes, ironmongery or other window furniture are to be altered or removed and frames and shutter boxes shall not be cut to accommodate the secondary glazing (and shutters shall remain operable);
- (c) framing elements of the secondary glazing system shall have a painted or coated finish to match the windows and their surrounds;
- (d) no additional draft proofing measures are to be installed to the existing window, and ventilation measures should be incorporated in the secondary glazing as necessary to avoid the build-up of condensation in the air space between the two;
- (e) the glass is not to be tinted;
- (f) UPVC is not to be used;
- (g) the Council shall be notified in writing within 28 days of the works consented by this Class being carried out.¹

Class B:

- (a) New windows are to be in timber, with a hand-painted finish to match the consented colour of the existing windows;
- (b) the detailed design of new windows, including profile of glazing bars and the glazing pattern, are to replicate the existing window to be replaced;
- (c) glazing bars are to be integral to the window construction, and not applied;
- (d) there shall be no changes to the size of window openings and no alteration or removal of existing features surrounding the windows including cills, sub cills, jambs, aprons, casings, shutters or shutter boxes;
- (e) the double glazing or insulated glass units are to be no greater than 20mm in thickness;

¹ Such notification (and any notifications required in accordance with Classes B and C) shall include the site address, a description of the works, and photos (internal and external) of the works carried out. Notification shall be issued by email to: planning@baberghmidsuffolk.gov.uk, or by post to the relevant Council: Endeavour House, Russell Road, Ipswich IP1 2BX.

- (f) the spacer bar in double glazed windows or insulated glass units is to be coloured to match the paint colour of the windows;
- (g) the glass is not to be tinted;
- (h) the Council shall be notified in writing within 28 days of the works consented by this Class being carried out.

Class C:

- (a) New windows are to be in timber, with a hand-painted finish to match the consented colour of the existing windows;
- (b) the detailed design of new windows, including profile of glazing bars and the glazing pattern, are to replicate the existing window to be replaced;
- (c) glazing bars are to be integral to the window construction, and not applied;
- (d) there shall be no changes to the size of window openings and no alteration or removal of existing features surrounding the window including cills, sub cills, jambs, aprons, casings, shutters or shutter boxes;
- (e) double glazed or insulated glass units can be accommodated if the design detail of the window can be replicated (as referred to in (b)) but units should be no greater than 20mm in thickness in any circumstances;
- (f) the spacer bar in double glazed windows or insulated glass units is to be coloured to match the paint colour of the windows;
- (g) the glass is not to be tinted;
- (h) the Council shall be notified in writing within 28 days of the works consented by this Class being carried out.

Duration of the Order

- i. The Order shall have effect for a period of three years from the date of adoption.
- ii. If the Order is revoked prior to the end of the term specified in i. above, any works begun but not completed must be completed within six months of the date of revocation.
- iii. Works begun but not completed at the end of the term specified in i. above, must also be completed within six months of that date.

Area covered by the Order

This Order applies to all land within the administrative area of the Council.

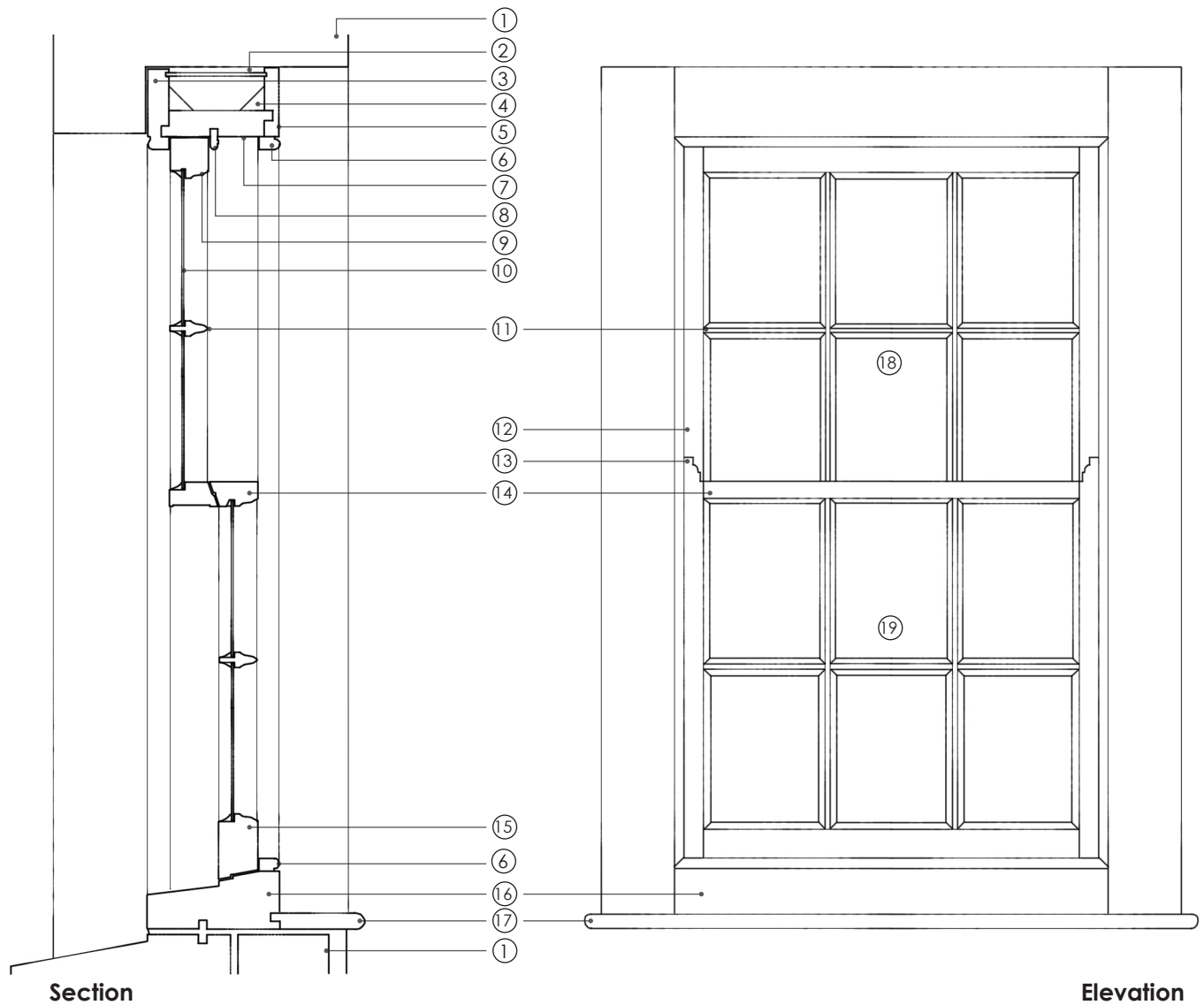
[DATE OF ADOPTION AND SEAL]

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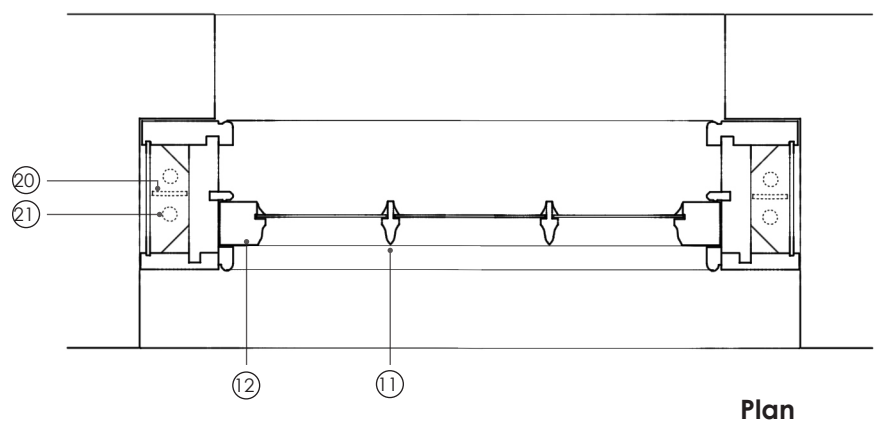
ANNEXE 1 – ILLUSTRATED GLOSSARY

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Illustrated Glossary (Based on an example of an early C19 timber frame sliding sash window)



1. Surrounding structure
2. Back lining
3. Outer Lining
4. Blocks
5. Inner lining
6. Staff bead
7. Soffit lining
8. Parting bead
9. Top rail
10. Glazing
11. Glazing bar
12. Sash style
13. Horn
14. Midrail
15. Bottom rail
16. Sill
17. Window board
18. Top sash
19. Bottom sash
20. Parting slip
21. Pulley weights

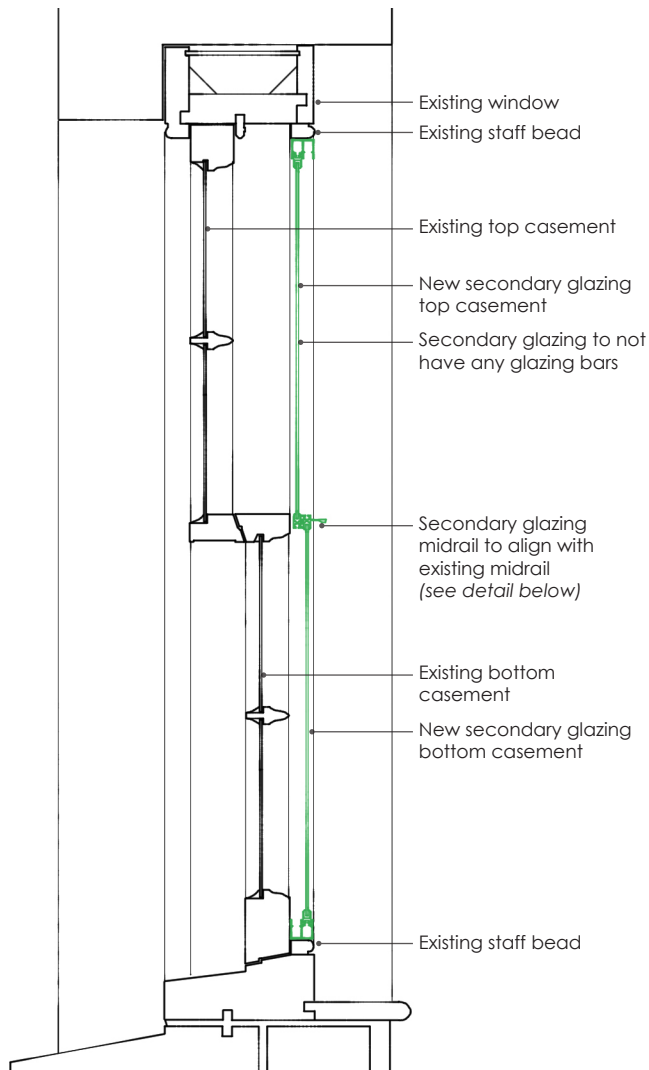


ANNEXE 2 – INSTALLATION EXAMPLES (SECONDARY GLAZING)

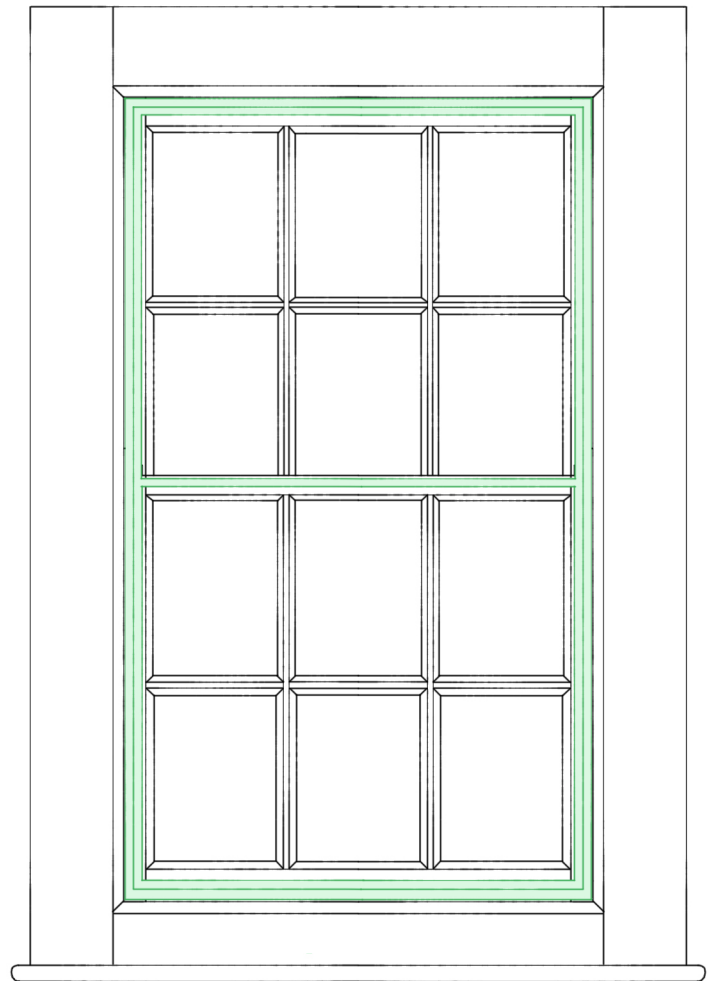
[Any drawn examples are illustrative, recognising that a variety of windows are to be found in the area.]

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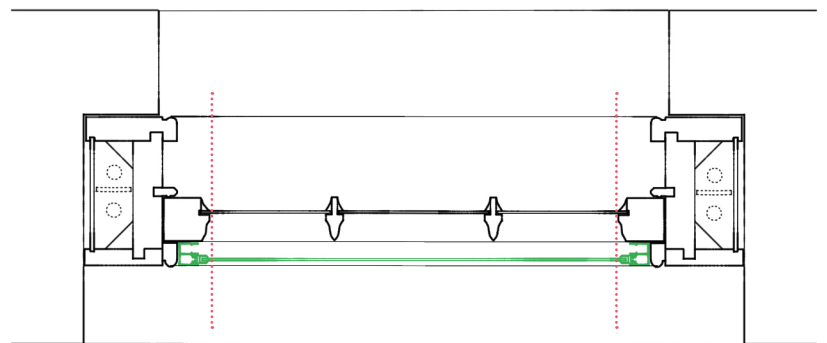
Model Example 1: Slimline aluminium frame secondary glazing installed within depth of existing window frame (*New secondary glazing indicated in green*)



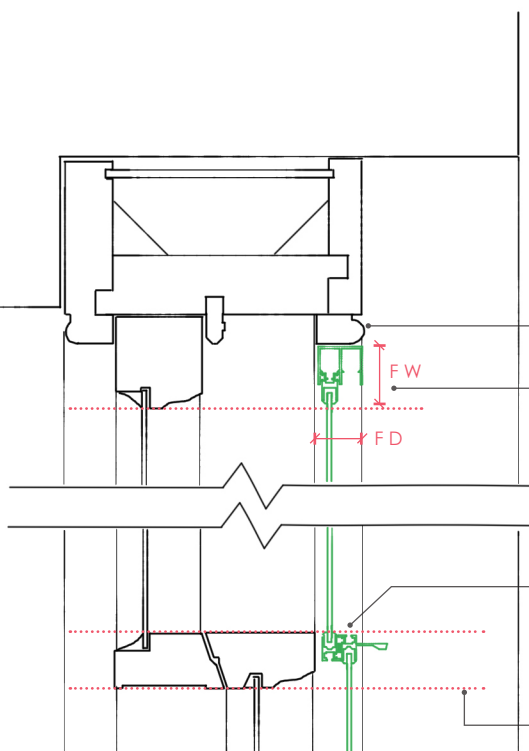
Section



Elevation



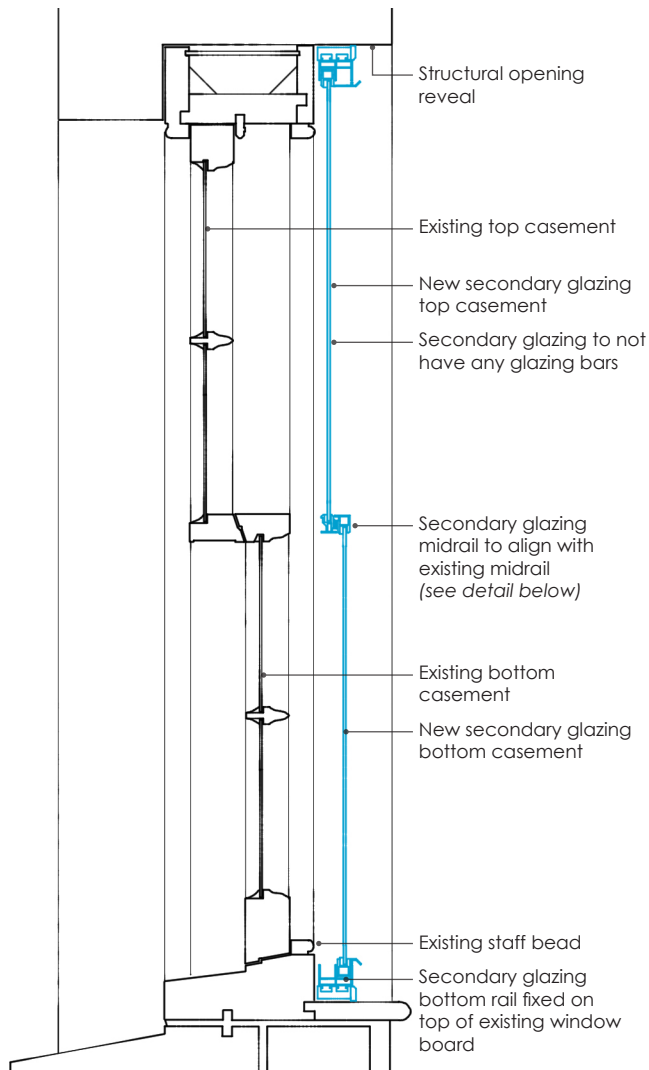
Plan



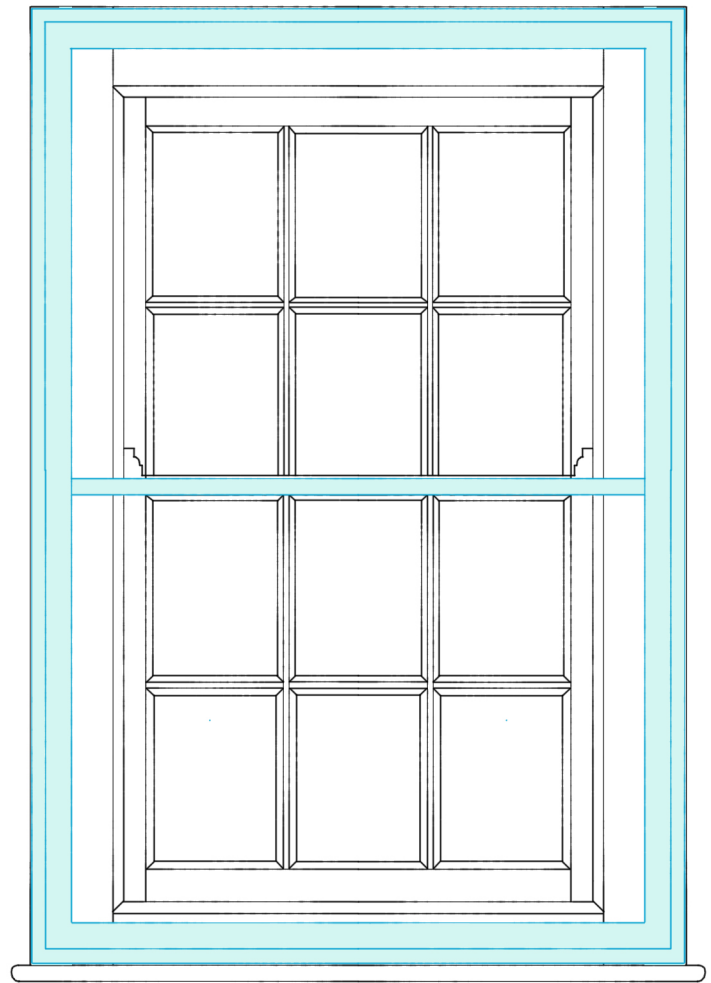
Detail

- Staff bead to remain exposed and visible after secondary glazing installation
- Secondary glazing frame:
- depth (*F D*) to be equal or less than existing staff bead and should not extend beyond the internal face of the bead
 - width (*F W*) not to extend beyond sight line of existing frame (on all sides)
- Top of secondary glazing midrail to align with top of existing midrail
- Bottom of secondary glazing midrail not to extend beyond bottom of existing midrail
- Dotted lines denote sight-lines of existing frame

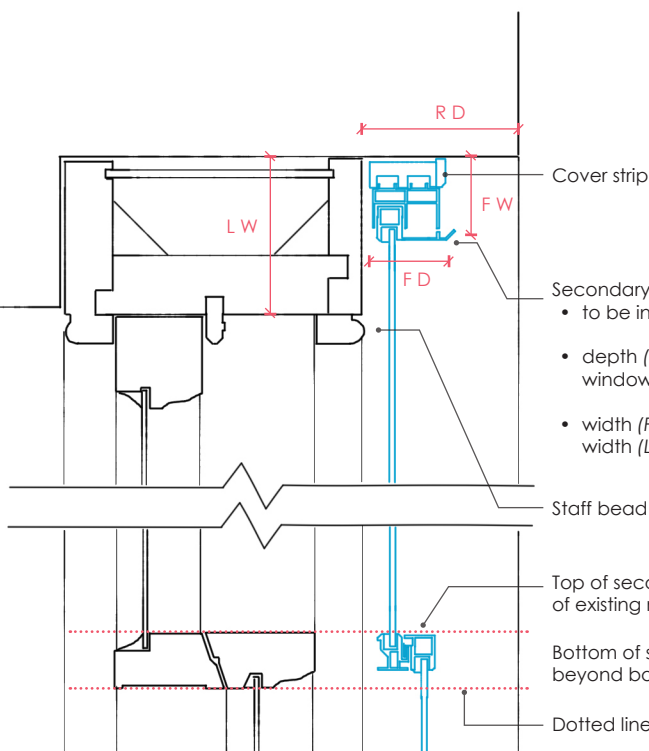
Model Example 2: Composite aluminium & timber frame secondary glazing installed within depth of structural reveal, internally of window frame (*New secondary glazing indicated in blue*)



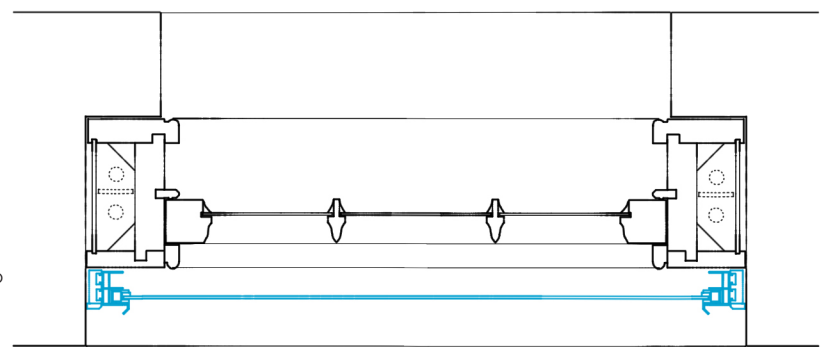
Section



Elevation



Detail



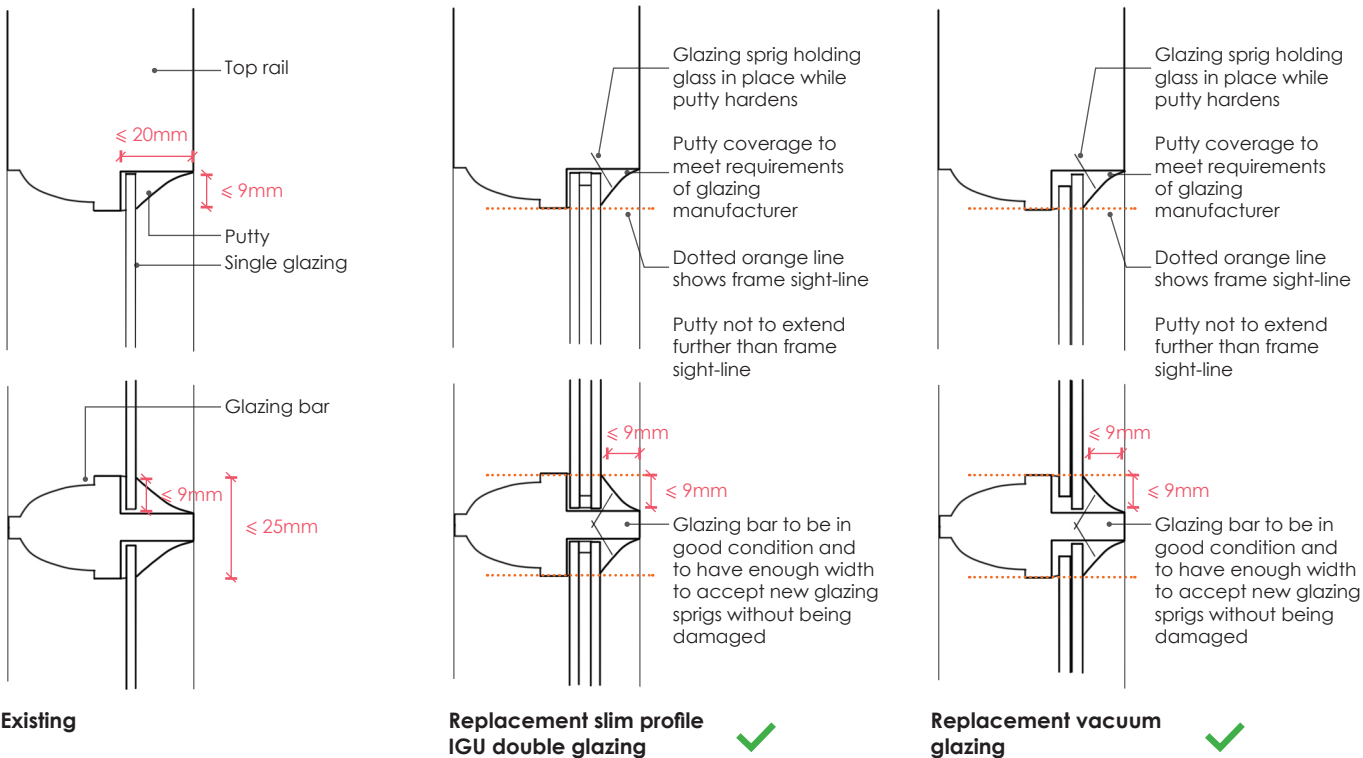
Plan

ANNEXE 3 – INSTALLATION EXAMPLES (REPLACEMENT GLAZING)

[Any drawn examples are illustrative, recognising that a variety of windows are to be found in the area.]

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Example showing **acceptable** replacement glazing (Late C19 window and glazing bar)



N.B. all dimensions show 'rule of thumb' minimums.
actual dimensions should meet requirement of glazing manufacturer for the glass chosen.

Example showing **unacceptable** replacement glazing (Early C19 lamb's tongue glazing bar)

