



# **Appendix B**

## **Doors**

## **REPLACEMENT OF DOORS IN FLATS, BUILDINGS COVERED BY AN ARTICLE 4 DESIGNATION, LISTED BUILDINGS AND COMMERCIAL PREMISES**

If you live in a flat, Article 4 property, or occupy commercial premises and are considering installing new doors, please read and complete the information in this document.

### **Planning permission for replacement doors**

#### ***Flats and Maisonettes***

If you live in a flat, maisonette or house that has been converted into flats; you will need full planning permission to replace any doors unless replacing like for like or the new door does not materially alter the appearance of the building.

#### ***Article 4 Areas***

Planning permission is required for external alterations for all dwellings if you live in an Article 4 Area, where the Council considers it important to retain the historical character of the area. The exception is replacing like for like or the new door does not materially alter the appearance of the building.

Applications for Householder planning permission for alterations or extensions to a dwelling can be submitted via the planning portal website here: <https://www.planningportal.co.uk/>

#### ***Commercial Premises***

The replacement of doors in non-residential premises will require a full application for planning permission if the materials, design or any of the window sizes will differ from the current doors.

#### ***Information to be provided as part of any planning applications***

Where doors cannot be repaired on a like for like basis, they may need to be replaced. It is essential that the design of the doors are sympathetic to the building and the street scene.

If an application is required to be submitted please complete the rest of the document below and submit as part of your application.

If your property is a traditional property (for example built before 1900) and/or it is in a prominent part of a conservation area or other sensitive area it is likely that we will ask for scaled existing and proposed drawings of the elevations including large scale (eg 1:20) details of the frames. This is because, in these circumstances, the doors of a property can have a significant impact upon its character and that of the immediate area. Where planning permission is required, the Council has a duty to protect and enhance local character and distinctiveness. If we feel this is necessary, we will let you know after you have submitted the application, however, if you think that you are likely to fit these criteria, feel free to contact us.

### Door materials and glazing details

For all planning applications for replacement doors please review the options below and tick the option that matches your proposal and write what the finish will be:

	Material	Type of glazing	Finish (i.e. white paint finish)
Wood			
Powder Coated aluminium			
Aluminium			
UPVC/ PVC			
Composite			

### Existing and Proposed Door Openings

Q1) What are the dimensions of the current & proposed windows to be changed, please provide a photo/s of the current windows and mark each window on the photo/s to be altered with an A, B, Ect...

Door A Existing	Width:	Height:	Door A Proposed	Width:	Height:
Door B Existing	Width:	Height:	Door B Proposed	Width:	Height:
Door C Existing	Width:	Height:	Door C Proposed	Width:	Height:

Door A Existing Fanlight	Width:	Height:	Door A Proposed Fanlight	Width:	Height:
Door B Existing Fanlight	Width:	Height:	Door B Proposed Fanlight	Width:	Height:
Door C Existing Fanlight	Width:	Height:	Door C Proposed Fanlight	Width:	Height:

## Door material finishes

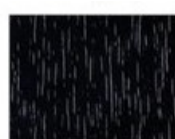
Please tick from the one material finishes below:



White



Golden Oak



Black



Cream



Mahogany



Charwell Green



Irish Oak



Rosewood



Green



Antique Teak



Rustic Cherry



Grey



Soft Cherry



Grey



Stahlblau

Other door finish type,  
please describe below:

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Please provide details of  
the style of door furniture  
(e.g. letterbox, door  
handles etc):

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**Please provide brochure  
showing your selected  
door choice**

### Exact Measurements for doors

Detail	Existing	Proposed
1. The depth of the door frame		
2. The depth of the recess of the door in the wall.		
3. Rebate of the door within the door opening in the wall.		
4. Glazing on main door (if applicable)		
5. Size of the fanlight (if applicable)		
6. Type of glazing on fanlight (if applicable)		

### List of relevant questions

Have you provided photos of the existing doors?	
Have you provided a brochure detail of the doors?	
Have you indicated on the brochure which door you are proposing?	
Have you fully completed and signed the application form? A householder form is required for a domestic dwelling and a full application is required for a flat or commercial property.	
Have you provided a location plan at a scale of 1:1250 or 1:2500 showing your property with a red outline?	
Please note that after the provided details have been checked by our planning officers we may request that 1:20 scaled drawings of the proposed doors be provided if the details shown appear to be inappropriate and you live in a sensitive area.	

**Print Name:** \_\_\_\_\_

**Sign:** \_\_\_\_\_

**Date:** \_\_\_\_\_