

Appendices

blank page

Sources of Further Information

The Guildford Borough Council Local Plan contains relevant information and policies on development in the borough.

For further advice on conservation issues, contact:

The Design and Conservation Team

Guildford Borough Council
Millmead House
Millmead
Guildford
Surrey, GU1 4BB

telephone 01483 444665
01483 444667
01483 444676
web site www.guidford.gov.uk

For Planning Enquiries contact:

Planning Development Services
(address as above)

telephone 01483 444609

Other useful contacts

The Charlotteville Jubilee Trust

web site www.charlotteville.co.uk

The Holy Trinity Amenity Group

web site www.htag-guildford.org.uk

The Building Conservation Directory

telephone 01747 871717
web site www.buildingconservation.co.uk

The Society for the Protection of Ancient Buildings

37 Spital Square
London, E1 6DY

telephone 020 7377 1644
web site www.spab.org.uk

English Heritage

Customer Services Department

PO Box 569
Swindon, SN2 2YP

telephone 0870 333 1181
web site www.english-heritage.org.uk

Royal Institute of British Architects

telephone 0207 580 5533
web site www.riba.org.uk
www.architecture.co.uk

Bibliography and References

Alexander, M. (1992) Guildford: A Short History, 2nd Ed., Ammonite Books: Godalming

Chamberlin, E. R. (1970) Diary of a Guildford Nobody, Architecture Review pp141-144

Chamberlin, E. R. (1982) Guildford, 2nd Ed., Phillimore: Chichester

Chamberlin, E. R. (1987) Guildford: Town under Siege, The Guildford Society

Chamberlin, E. R. (1996) Survival: The Rise, Fall and Rise of Guildford Institute of the University of Surrey, University of Surrey

Clark, L. (1999) Stoke-next-Guildford: A Short History, Phillimore: Chichester

Collyer, G. & Rose, D. (1998) Images of Guildford, Breedon Books Pub. Co.: Derby

Corke, S. (1990) Guildford: A Pictorial History, Phillimore: Chichester

Department of Environment Transport and the Regions (1994) PPG 15: Planning and the Historic Environment, DETR: London

English Heritage (1995) Conservation Area Practice, English Heritage: London

English Heritage (1997) Conservation Area Appraisals, English Heritage: London

English Partnerships, The Housing Corporation & Llewelyn-Davies (2000) Urban Design Compendium, English Partnerships: London

Guildford Borough Council (1999) Guildford Borough Local Plan, Deposit Version – February 1999, Guildford Borough Council

Hooke, J. (1894) Hooke's Guide to Guildford, Publisher unknown

Howell, K. (2000) F. Frith's Around Guildford, Frith Book Co.: Salisbury

Judges, E. A. (1895) In and Around Guildford: Old and New, The Surrey Times: Guildford

Mason, J. (1897) Guildford, Unpublished

Morris, J. E. (1935) Surrey's Capital Guildford: The Homeland Handbook, The Homeland Association Ltd.: London

Pevsner, N. & Nairn, I. (1971) The Buildings of England: Surrey, 2nd Ed., Penguin: London

Rose, D. (2000) Memory Lane: Guildford and District, Breedon Books Pub. Co.: Derby

Sherwood, P., Miles, C., Alexander, M., Mayhew, G., Fisher, T. & Collyer, G. (2000) Memoirs of Guildford, True North Books Ltd.: London

Sturley, M. (1990) The Breweries and Public Houses of Guildford, Charles W. Traylen: Guildford

The Surrey Times (1955) The Changing Face of the Past 100 Years, The Surrey Times: Guildford

Williamson, G. C. (1904) Guildford in the Olden Time: Sidelights on the history of a quaint town, Woodbridge Press: Guildford

Historical Maps

1835: Charles Witherby, Guildford

1842: Tithe Map, Parish of Stoke-next-Guildford

1849: Tithe Map, Parishes of Holy Trinity and St. Mary's, Guildford

1872 & 1880: Ordnance Survey

1896: Ordnance Survey

1915-1916 (1913): Ordnance Survey

1934: Ordnance Survey

1963: Ordnance Survey

1971: Ordnance Survey.

Article 4(2) Directions

Planning controls in Conservation Areas are established nationally. Whereas they control larger scale development, some more minor works are exempt. In an area such as Charlottesville & Warren Road where features such as chimneys, doors and windows are a critical part of the area's character, the absence of control over their alteration or loss can easily diminish the very elements that give the area its distinctiveness. In such circumstances, provision is made in the planning legislation for tighter restrictions to be applied to specific areas through what is known as an Article 4(2) Direction.

Where a Direction is made and subsequently confirmed, the works specified are brought within planning control. The Article 4(2) Direction controls solely those works which are likely to have an impact on public views. Set out below is a summary of the additional controls that now apply to the Charlottesville & Warren Road Conservation Area.

Existing Planning Controls on Dwellings Within All Conservation Areas (Without Article 4 (2) Directions)

- Conservation Area Consent is required for the total or substantial demolition of buildings or structures.
- Six weeks written notice of the intention to carry out works to a tree (e.g. lop, top, prune or fell) in a Conservation Area must be provided. A form is available for this purpose.
- Extensions to dwelling houses are only exempt from the need for planning permission if they do not add more than 10% or 50 cubic metres (whichever the greater) to the volume of the original building.
- Planning permission is required for the cladding of any part of the exterior of a dwelling house with stone, artificial stone, timber, plastic or tiles.
- Planning permission is required for alterations to the roof of a dwelling house resulting in a material alteration to its shape, for example dormer windows.
- The construction, alteration and improvement of a building or enclosure greater than 10 cubic metres within the grounds of a dwelling are treated as though they are an enlargement of the dwelling house and may need planning permission.
- Planning permission is required to install certain types of satellite dish depending on size and location.

Application forms for the above are available on the Council's web site www.guildford.gov.uk or can be obtained from Planning Development Services.

Additional Planning Controls Resulting From The Article 4(2) Direction

As a result of the Article 4(2) Direction the following additional controls apply:-

Where such works front onto a highway or open space:-

- The alteration, installation or replacement of doors and windows.
- Any alteration to a roof including roof coverings, roof lights and solar panels.
- Building a porch.
- Enlargement, improvement or alteration such as an extension, removal or changes to architectural features.
- The provision of a hard surface.
- The erection, construction, improvement or alteration (including demolition) of a fence, gate, wall or other means of enclosure.
- The installation, alteration or replacement of a satellite dish or antenna.
- Removing totally or partially, walls, gates, fences or other means of enclosure.
- Exterior painting of previously unpainted surfaces or changes of external colour schemes, or covering walls by render or like finishes.

And the following whether or not it fronts a highway or open space.

- Removing or altering chimneys

Frequently Asked Questions

The most commonly asked questions are listed below.

FAQ 1: Does the Article 4(2) direction mean that we can never make any changes to our property again?

Answer: No. But it will remove 'permitted development' rights and bring minor changes under planning control so that properly considered and informed judgements can be made. This is to ensure that the work proposed will not detrimentally affect the character of the Conservation Area. The essence of planning in Conservation Areas is to manage change to ensure that development can happen but avoids harming the special qualities of the area. Consequently some changes will be allowed and some will be resisted.

FAQ 2: How does the Article 4(2) direction relate to the Conservation Area Appraisal?

Answer: The Conservation Area Appraisal is a document that identifies in writing, what is special about the area. The Article 4(2) stems from the Appraisal as being a mechanism for providing additional controls to safeguard the special features that have been identified as being important to the character of the area.

FAQ 4: I live in a flat, does the Article 4(2) direction affect me?

Answer: Strictly speaking the answer is no because flats, unlike houses, do not benefit from 'permitted development' rights. Consequently, with or without the direction if you want to make changes that materially change the exterior appearance of your flat you need planning permission.

FAQ 5: Do I require planning permission to carry out routine items of maintenance?

Answer: No, straightforward maintenance such as repainting a previously painted surface, replacing the bottom rail of a sash window in a matching form etc would not require permission as it would be deemed a repair. Indeed, regular maintenance is actively encouraged. More ambitious work such as the rebuilding of a front garden wall or wholesale replacement of a window would require planning permission.

FAQ 6: How are new owners made aware of the controls that apply?

Answer. The Conservation Area Designation and Article 4 Direction are local land charges. Both are identified in the Local Land Search undertaken as part of the general legal process relating to house purchase. This is the most certain and enduring method. Such information is also conveyed when specific enquiries are made to the Planning Service and through the Council's web site.

blank page



Published January 2006

Guildford Borough Council
Millmead House
Guildford
Surrey
GU2 4BB

telephone (01483) 505050
www.guildford.gov.uk