

Windows, Doors and Architectural Joinery



November, 2001

The Council is updating its planning policies to respond to the needs of businesses and residents. A Supplementary Planning Guidance Note is one of many material considerations that can be taken into account when determining planning applications.

The Council receives many enquiries about windows and doors, especially in older properties. This is largely due to the age of these buildings and the need to carry out repair and maintenance which has led to the replacement of original detailing, often to the detriment of the streetscape. The Council therefore wishes to ensure any change is of the highest quality.

If your property is a Listed Building or stands within a Conservation Area with an Article 4 Direction – see later description, there are restrictions governing works that can and cannot be carried out. If you are considering replacing windows, doors or external joinery such as porches, verandahs and bargeboards, then it is wise to consult the Council's planning department at Wesham Council Offices to check if planning permission is required, or for general advice. This booklet is intended to set out the Council's planning policies, which are a material consideration in determining planning applications and advise owners of period properties on the maintenance, repair and reinstatement of traditional windows, doors and joinery.

Purpose of this Guidance

The purpose of this guidance is twofold. It clarifies Council policy on the replacement of architectural joinery, i.e. all aspects of decorative timber, windows, doors, bargeboards and soffits, particularly in Conservation Areas.

It is also intended to be a general guide to aid the repair, reinstatement and maintenance of traditional joinery in properties built prior to the Second World War in order to help prevent undue loss.



Above: Late Victorian porch complete with original stained glass and carved joinery.

It is important that traditional joinery detailing is retained as this is integral to the property and contributes significantly to the character of individual buildings, streets and the townscape.

Much of the borough's building stock is approaching 100 years old or more and requires maintenance to ensure its continued survival. Windows and doors in

particular are subject to wear and tear, however, their lifespan can be extended by regular maintenance and repair such as painting and only in a few cases is wholesale replacement necessary.

The Need for Guidance

Some individual owners are maintaining their properties on a piecemeal basis, which can affect the architectural unity of a street. Alterations to the windows and other joinery detailing in one property could immediately create disharmony with adjoining properties. This is particularly evident where traditional detailing on period properties is replaced with modern materials and designs, which have no historical precedent. Although most properties are now individually owned, many were built on a 'block' basis where a small group of builders built entire streets with similar detailing and it is this which denotes character, i.e. the 'feel' of an area.



Well-maintained Victorian front door, complete with original acid etched and leaded feature glazing, moulded joinery and brass door furniture.

Why is Original Detailing Important?

Original detailing makes a vital contribution to the appearance and character of period buildings. Original windows, doors and external joinery can be the most important architectural features as they always reflect, and often determine, the architectural style and character of the parent building.

Unsuitable replacement windows, in particular, can have a harmful effect on a building's appearance, especially so in buildings which form part of a group of similar properties, such as a terrace or pair of semis.

Today, many window salesmen and some builders vigorously try to persuade us to alter traditional period buildings and most people genuinely feel this will add value to their homes. Crude and unsympathetic mass-produced windows and doors in plastic and aluminium are replacing perfectly sound originals, as many householders do not know of alternatives.

The insertion of unsympathetic modern windows and doors will completely ruin the look of a traditional building and may considerably reduce its market value.



Above: This entire terrace in Lytham still retains all the original cruciform style sliding sash windows and decorated bargeboards and is consequently unified.

Below: The visually damaging consequences of uncoordinated replacement of doors and windows can clearly be seen in this terrace.



Fact

Detrimental changes to one property can visually harm neighbouring properties



Above: Victorian decorative bargeboards greatly enhance this property in St. Annes on Sea town centre.

Below: This property used to have decorative bargeboards like above, but these have been replaced with plain UPVC. The building has, therefore, lost a significant architectural feature.



Fact

Good quality timber, regularly maintained, will last as long as UPVC



Above: External joinery detailing, notably the style of windows, half timbering and the verandah, are key elements of this 'Queen Anne' style house and determine the architectural style of the building.

Fact

Timber sliding sash windows can still be economically manufactured today

Historical Development

The Borough of Fylde contains a diverse range of buildings, which echo the popular architectural styles of the period they were built.

Much of the borough's building stock dates from the late Victorian and early 20th Century periods, circa 1870 – 1920. There are important groups of Georgian and early Victorian properties in Lytham and Kirkham, along with individual cottages and farmhouses of this period dispersed throughout the borough. Properties built during the 1920's and 1930's are also significant, in so far as their joinery detailing expresses a distinctive architectural style.

Summary of identifiable transitions in architectural fashion:

<i>Georgian / Regency</i>	1714-1837
<i>Early Victorian</i>	1837-1850
<i>Mid-Victorian</i>	1850-1870
<i>Late-Victorian</i>	1870-1901
<i>Edwardian</i>	1901-1910
<i>Pre-Second World War</i>	1910-1939

Sash Windows

The sliding sash window was the dominant window type used in Georgian, Victorian and most Edwardian properties when they were built.

The basic mechanical workings of the sash window have changed very little, but architectural fashion, together with improvements in glass manufacture, had an immediate effect on the appearance of sash windows throughout this period.

A sash window consists of an outer timber 'box' set into a brickwork reveal. The two glazed 'sashes' run freely between grooves formed in the outer sides of the box and are hung on a weighted counterbalance system. This consists of iron weights moving in a chamber inside the outer box, which are attached to the sashes via cords run over pulleys at the top of the box.

It is accepted that building owners can face problems with older sash windows, such as draughts, rattles and jamming. However, as will be explained later, straightforward repairs usually costing much less than wholesale replacement, which obviously retains the original character and appearance of the building, can overcome these 'problems'. Remember that older windows are 100 years old! When they were new they worked perfectly.

Fact

Most windows are replaced when they can be economically repaired



Above: Typical vertical sliding sash window, with cruciform style glazing bars and 'horns' either side of the top sash (to strengthen the joints). This style was prevalent right up to the 20th Century.



Above: Late Victorian bay window. This is significant because the top lights on all four sash windows have specially moulded top rails, which form a delicate arch detail, and 'frame' the bay window.



Georgian multi-paned sash window from a house in Kirkham. The glazing bars keep the frame rigid, hence the absence of horns.

Georgian and Regency Periods (1714-1837)

Lytham Hall is the finest Georgian property in the borough, but there are concentrations of 3-4 storey Georgian townhouses and terraces of smaller houses in Kirkham and Lytham. Many of the farmhouses and cottages located in rural Fylde date from the Georgian period and are important survivals of a distinctive style.

Windows are an extremely important ingredient in Georgian architecture, which is always well balanced proportionally and consequently echoed by the size and sub-division of window openings.

Georgian windows are characterised by six or more individual panes of glass in each sash. This is a functional solution, as it was not technologically possible to cheaply produce larger panes of glass during this period. External doors were sub-divided into six panels of diminishing sizes, but had no glazing. An arched fanlight above the door illuminated the hallway.



Above: Late Georgian town house, Kirkham, still retains original multi-paned sash windows and panelled front door.

Georgian joinery is well proportioned with the dimensions of components such as glazing bars and mid-rails kept as thin as possible. Externally, there was no ornately carved decorative joinery, even on the grandest properties – this was always confined to the interior design of staircases, wall panelling and architraves.

Some Georgian properties have later Victorian alterations, such as large pane sash windows, bay windows and timber verandahs. These should be retained as they are generally sympathetic to the building – much more so than some 20th Century alterations.

Fact

Original timber is of a higher quality than that used in common joinery today



Above: Late Georgian town house, Kirkham, which has had large pane sash windows installed during the later Victorian period.

Below: Georgian terrace, Bath Street, Lytham. The house in the foreground retains multi-paned sash windows but other houses have had larger pane Victorian sash windows installed. Notice, also, the arched fanlights above the entrances. These are subdivided with delicate glazing bars.



Glass size increased during the Regency era, which marked the transition between the Georgian and Victorian periods. This was due to technological advances which improved manufacturing processes, and the abolition of Government duty on glass. In provincial areas, though, the Georgian style multi-paned sash window was often still used right up to the mid-19th Century.

Fact

Sash windows are often painted shut or the cords are broken – both very easy to rectify

Victorian Period (1837-1901)

In common with Britain as a whole during the Industrial Revolution, there was a rapid expansion of building activity in the borough during the Victorian period. Kirkham and Lytham both grew significantly and St. Annes on Sea was developed in its entirety towards the end of the 19th Century.

The Victorians revived earlier styles such as Gothic and Romanesque and often blended these in the same building, resulting in a rich fusion of overlapping taste. This richness of architectural expression was always reflected in the styling of external joinery and variations in the appearance of windows and doors.

It was not possible to cheaply mass-produce larger sheets of glass until the mid-19th Century, when the availability of large sheets of good quality cheap glass had an immediate effect on window design. Individual panes became larger, and the window joinery became thicker to compensate for the loss of the internal glazing bars, which made the sash rigid.

Whereas the meeting rails of Georgian sash windows were so thin as to be indistinguishable from the other glazing bars when the windows were closed, the meeting rails of large-paned Victorian windows are thicker, clearly dividing the upper and lower sashes. The sashes had to be strengthened with full mortice and tenon joints at the corners – hence the ‘horns’ that appear on windows towards the mid-19th Century.

Bay windows are a feature of Victorian properties, and are usually confined to the ground floor front parlour, but larger properties had bay windows at first floor level together with double and triple openings to allow in more light, and confirm the status of each room.



Different types of window opening and hierarchy are shown in this well-proportioned Victorian property. Bay windows, triple and double openings allow in more light and confirm the status of each room. Sub-division by stone or wooden mullions accords with the strong vertical emphasis, which is always a feature of Victorian architecture.

Machines were developed which could take over the work of a skilled carpenter, hence the proliferation of ornately carved joinery detailing. At roof level, most properties had distinctive steep gables with ornately carved bargeboards, which are prominent in the houses built by William Porritt in St. Annes on Sea. Victorian ornament during this period often echoed the Gothic style, forming curved window-heads in pointed arches and using glazing bars as tracery.



Above: Mid-Victorian houses in Lytham influenced by the Gothic Revival. This styling is expressed in the pointed window surrounds and consequently the window joinery has been specially made to fit.

Stained and leaded glass became more commonplace and was ideally suited to reflect the styling of both the Gothic Revival and Art Nouveau periods in architecture. Even the most modest terraced houses often had at least one stained glass panel, usually in the front door or vestibule fanlight.



Late Victorian villa, St. Annes on Sea influenced by the French Empire style. The styling is expressed through the ‘margin-glazed’ sash windows and elevational hierarchy. The symmetrical composition is somewhat broken by the ad-hoc replacement of windows on this principal elevation.

Edwardian Period (1901-1910)

Towards the close of the 19th Century, the 'Arts and Crafts' movement revived interest in seventeenth and eighteenth century domestic architecture and traditional craft skills. This was a response to the mass-production of the Victorian era, which was perceived to have replaced traditional craft skills.

The Edwardian period was epitomised by the 'Queen Anne Revival' - a blend of 18th Century English and Dutch traditions. The 'Queen Anne' style became popular during the 1870's, especially in London, which was home to prominent and influential artists and architects, but did not 'filter through' to provincial areas until the 1900's. Much of the Edwardian development of St. Annes on sea, Ansdell and Fairhaven is clearly influenced by the Queen Anne style.



Above: 'Queen Anne' style house, Lytham clearly displays subdivision of glazing and a combination of multi-paned sliding sash and casement frames.

Prominent, white-painted window joinery was widely used and smaller panes of glazing were reintroduced in sash and casement windows. The façade and roof pediments and gables were often characterised by Jacobean styling in the form of applied timber framing painted black and white.

Provincial builders often mixed styles, and there are examples of speculatively built houses, which display a combination of Victorian Gothic, Classical and Queen Anne inclinations.

Fact

Stained and leaded glass can be repaired and is still made today by many local companies

Reintroducing original features into period properties need not necessarily cost much money, but this investment will always pay back as it will considerably increase the value and marketability of the property



Above: This Edwardian detached house, St. Annes on Sea, is greatly enhanced by the original timber verandah clearly influenced by the Art Nouveau style which is characterised by whiplash curves and free-flowing lines. The timber casement windows retain original stained glass.



Above: Lytham property, which displays a combination of High Victorian Gothic and Queen Anne Revival influences. The steep eaves owe their styling to Gothic influence, whilst the round casement windows and triangular pediments above the ground floor bay windows are Queen Anne. This building demonstrates the mixture of styles, expressed through windows and joinery detailing.



Above: Ornate Queen Anne entrance characterised by leaded stained glass.

Late Edwardian / Pre-Second World War Period (1910-1939)

Wooden casement frames superseded sliding sash windows as the 20th Century progressed, but stained and leaded glass in a variety of Art Nouveau inspired designs remained popular right up to the 1920's.

During the 1930's, the style of doors and windows inclined towards an 'Art Deco' slant, distinguished by sunlight motives and more modern cubist forms. This was tamed, certainly in domestic properties, whose overall appearance remained conservative by safely adhering to the popular vernacular idiom.



Above: Early 1920's 'Tudorbethan' style dwelling with leaded casement windows and applied timber decoration. Casement frames superseded sash windows towards the end of the Edwardian period, but leaded lights remained popular right up to the 1930's.

Pre-War suburban houses built throughout the borough display 'sunburst' motives in the form of leaded lights and their joinery detailing, for example, front doors. This is becoming increasingly rare and ought to be preserved, as it is an integral part of the suburban style of the 1920's and 1930's.

Fact

Older windows can be repaired and fitted with draughtproofing and opening mechanisms overhauled for ease of operation

There are examples of metal frame windows and doors, which date from the 1920's and 1930's and contain curved glazing and strong horizontal emphasis, which is evocative of a modernist style.



Above: The 'Modernist' style of this 1930's block of flats is clearly expressed by the strong horizontal form of the windows. All the original metal frame windows have been replaced with UPVC except for the right hand side second floor window and central staircase window(shown). The new windows attempt to simulate the originals, but do not have the characteristic curved corner glazing that was a key feature of the originals.

Repair and Reinstatement Options

Many buildings in the borough are in excess of 100 years old and due to their coastal position they do undoubtedly suffer quite severe weather at certain times of the year. However, older timbers are superior in quality to timber used in common joinery today. One of the main problems is educating owners that older windows can be repaired, fitted with draught proofing and pulleys and ropes can be renewed for ease of operation – as opposed to replacement with modern windows that are not suitable in these buildings.

Original joinery is integral to period buildings and should always be retained and repaired. There are solutions to overcome the perceived ‘problems’ resulting from old windows, such as draughts, decayed sections and jamming. This can save time and money and meet the needs of comfort and insulation whilst preserving valuable original detailing.

Original joinery is often replaced when it only needs repairing. This may result from owners not knowing how to carry out repairs, the sometimes mistaken belief that ‘modernisation’ will enhance the value of the property, or from the glossy brochures and high pressure selling techniques from companies which specialise in replacement windows and doors. Similarly, where one house in a street is ‘improved’, this usually generates interest among neighbours who feel the need to ‘improve’ their own properties.

Some commonly held myths about timber doors and windows:

Myth 1: Only UPVC windows are manufactured today.

Myth 2: If sash windows are stuck and the cords are snapped, they cannot be repaired.

Myth 3: Original windows cannot be upgraded to meet modern insulation standards.

Myth 4: Replacement is easier and cheaper than repair.

Myth 5: UPVC double-glazing will enhance the appeal and value of my property.

Myth 6: Timber requires too much maintenance and will not last as long as UPVC.

Myth 7: Timber sash windows cannot be made secure and are easily broken into.

Myth 8: Stained glass cannot be repaired and is no longer manufactured.

Myth 9: UPVC windows are indistinguishable from timber originals.



Above: Rotten timbers can be cut out and replaced without having to replace the entire window.

Today, the need for insulation and energy efficiency is of paramount importance, but people assume old windows and doors cannot be updated. This is not correct – there are many companies who specialise in upgrading and repairing sash windows to meet modern energy requirements without the need for wholesale replacement. Upgrading is usually cheaper than replacement and preserves the character of the property and unity of the streetscape.



Above: Upgrading a sash window to meet modern energy efficiency standards.

It is straightforward to overhaul sash windows. Often, the windows are painted shut or are jammed due to broken sash cords. The cords can be renewed easily as the windows were designed to facilitate replacement. The sashes can be temporarily lifted out by removing the wooden beading and scraping off excess paint. New sash cord is sold in hardware stores, and the D.I.Y. enthusiast can refurbish all the windows of a modest-sized home in one or two weekends.

The worst enemy of timber is damp. If only a small area is decayed, the frame can be cut back to sound timber and a new piece of wood spliced in, sanded smooth and painted. Where whole elements such as sills are completely decayed, it is still possible to replace the decayed section rather than replace the entire window.

Reinstatement of Joinery

In the few cases where original joinery is beyond repair, it should be replaced with identical copies of the original. A skilled joiner can undertake this work and will appreciate the opportunity to apply his skills.

If original detailing has been removed in the past, then reinstatement should be encouraged, as it is usually possible to work out what the originals looked like and to get copies made. The first step is to examine neighbouring properties, which may still retain original windows, doors and external features such as verandahs, porches and bargeboards. Always remember that close attention to detail is the key to authentic reproduction. Mouldings, rebates and chamfers should be copied exactly and the dimensions of the stiles, rails and glazing bars should match the originals precisely.

The repair and reinstatement of period features will enhance the value of the property and assist marketability – especially when compared with properties which have been severely altered. There is a market for period properties that retain original features.

Important points to address when reinstating doors and windows:

1. *Is the method of opening authentic? Casement windows made to simulate sashes (often called 'dummy sash') appear inauthentic when in the 'open' position and lack the depth of true sash windows.*
2. *Are the dimensions of glazing bars, stiles and mid-rails true to the originals?*
3. *Original stained, leaded and acid-etched glass should be incorporated into new windows – not 'faked' using applied lead strips and coloured plastic film.*
4. *Original ironmongery, such as handles, letterboxes and sash clips should also be re-used.*
5. *Hardwood should be used in preference to softwood for all new joinery, as this is of better quality and longer lasting.*
6. *If a joiner claims he cannot carry out this work, or gives the impression he is not interested, get someone else.*
7. *New timber should be primed, undercoated and top-coated with a good quality exterior grade paint.*

Stained Glass and Leaded Lights



A particularly fine Art Nouveau style stained glass fanlight enhances this property.

Stained glass is now highly prized and is a key selling point when retained or reinstated into older properties. Original glass should be re-used in new windows if the frames are beyond repair. Genuine leaded glass has a distinctive quality and is usually rippled and reflects light uniquely. This quality cannot be reproduced by the modern 'fake' stained glass, which uses lead strips and coloured film applied to the inside face of a totally flat piece of glass.

Stained and leaded glass panels can be repaired if sections are broken. A quick look in the Yellow Pages will reveal a number of local firms who undertake this work. Missing panels of stained glass can be copied from an old photograph or from other houses in the street which still retain their original detailing. This is not necessarily expensive and will definitely enhance the appeal and value of the property.

Maintenance

Once windows and doors have been restored to good working order it is important to maintain them properly. Regular painting is essential. White was not the only colour used in historic painting schemes – dark green, burgundy and chocolate brown were widely used. Colour schemes make the streetscape look much more lively and interesting - certainly more so than when compared to the monotony of white UPVC windows and doors. There is no reason why properly maintained timber cannot last as long as UPVC.

What is the Council's Policy on Replacement Windows and Doors?

The Council wishes to control the quality of changes to Listed Buildings and Conservation Areas in order to preserve and enhance their unique character. Removal of original joinery detailing and replacement with non-traditional components can materially affect the character of the townscape. The Council, therefore, wishes to ensure that essential repairs and alterations are of the very highest standard and do not have an adverse impact upon individual buildings and entire streets.

Fylde Borough Council's planning policies, which seek to preserve and enhance the Borough's environmental assets, especially the built heritage, accord with the aims of national planning guidance prepared by the Government.

Government Guidance

The Government wishes to promote good quality urban design in cities, towns and villages and consequently, preserving original architectural features upholds this goal.

Central Government gives guidance to local authorities on planning policy by a series of Planning Policy Guidance Notes (PPG's). This is to ensure the consistency of local planning policies throughout the country. The relevant guidance in respect of windows and doors in historic buildings is PPG 15 'Planning and the Historic Environment'.

The Government's conservation body – English Heritage – has published a wide range of material in the form of leaflets and booklets, which advises owners on the repair and upkeep of period properties.

Extract from PPG 15 on alterations to historic buildings - windows:

"The insertion of factory made standard windows of all kinds, whether in timber, aluminium, galvanised steel or plastic is almost always damaging to the character and appearance of historic buildings. In particular, for reasons of strength the thickness of frame members tends to be greater in plastic or aluminium windows than in traditional timber ones. Modern casements with top-opening or louvered lights or asymmetrically spaced lights are generally unsuitable as replacements for windows in historic buildings. Such alterations should not be allowed".

Fact

"In only 5% of cases is wholesale replacement of rotten windows necessary"

'Timber Sash Windows', Framing Options Leaflet 4, English Heritage Publications

Examples of Unsympathetic Alterations to Original Windows, Doors and Joinery



Above: The left hand side UPVC window tries to replicate the original sash window on the right, but the means of opening is different (bottom-opening casement) and the central vertical glazing bar is obviously 'stuck on'. The UPVC window lacks the depth of the original sash and appears 'flat' in comparison.

It must be noted that UPVC windows designed to 'simulate' originals often fail to provide convincing replicas.



Above: The right hand side house shows an attempt has been made to replicate the original windows. However, the new windows are 'dummy sash' top-hung casements with applied horns, not true sliding sashes. The dimensions of the glazing bars, especially the mid-rails, are too wide. Stained paint finishes also have little historic precedent. It is close attention to detail, which is the key to authentic reproduction.

Q. Why are 'dummy sash' casement frames not acceptable, when they look like sash windows?

A. 'Dummy sash' windows are poor replicas for sliding sashes as they lack the depth and three dimensional qualities of true sash windows, and look obviously out of place when open.

Fylde Borough Council Development Control Policies

The Council's Local Plan contains policies to safeguard the special character of listed buildings conservation areas.

There are approximately 184 listed buildings in the borough and 9 designated conservation areas.

Listed buildings

Buildings of special interest, which warrant every effort being made to preserve them.

Conservation Areas

Areas of distinctive character, which it is desirable to preserve and enhance.

Fylde Borough Local Plan policies, which relate to windows, doors and external joinery:

Policy EP3

"New development within, or affecting the setting of a designated conservation area where only be permitted where the character and appearance of the area, and its setting, are appropriately conserved or enhanced"

Policy EP4

"The Council will not permit any change of use, external or internal alteration or addition to a listed building where there would be an adverse effect on its architectural or historic character or where the development would prejudice its setting"

Policy EP7

"The Council will seek to avoid the removal of local features of quality or craftsmanship and will, where appropriate, make any planning permission conditional upon their retention"

Taken from emerging Fylde Borough Local Plan 1998-2006

The Planning Committee will have regard to the relevant Local Plan policies when considering applications affecting listed buildings or those in conservation areas.

In this document, the Council has adopted a number of specific policies, which relate to the replacement of windows and doors in conservation areas. These will also be used as a material consideration when determining planning applications.

Fact

The Council will take enforcement action against owners who carry out works without planning / listed building consent. This could involve removal of the works and prosecution.

Examples of Unsympathetic Alterations to Original Windows, Doors and Joinery



Above: Pair of semi-detached Edwardian houses now unbalanced and out of harmony due to the unsympathetic replacement of windows on the left hand side dwelling.



Above: These houses built in St. Annes on Sea by William Porritt in the 1890's are some of the finest Victorian houses in the area. The left-hand side UPVC door does nothing to enhance this quality. It can clearly be seen that the original door had etched glass and ornate joinery detailing.



Above: The newer window on the left hand side bears no relationship to the original sliding sash. The means of opening is completely different and the proportions and dimensions of glazing bars are uncomfortable on the eye. UPVC windows often sit uncomfortably into the period building in which they are installed.

Supplementary Planning Guidance Policies

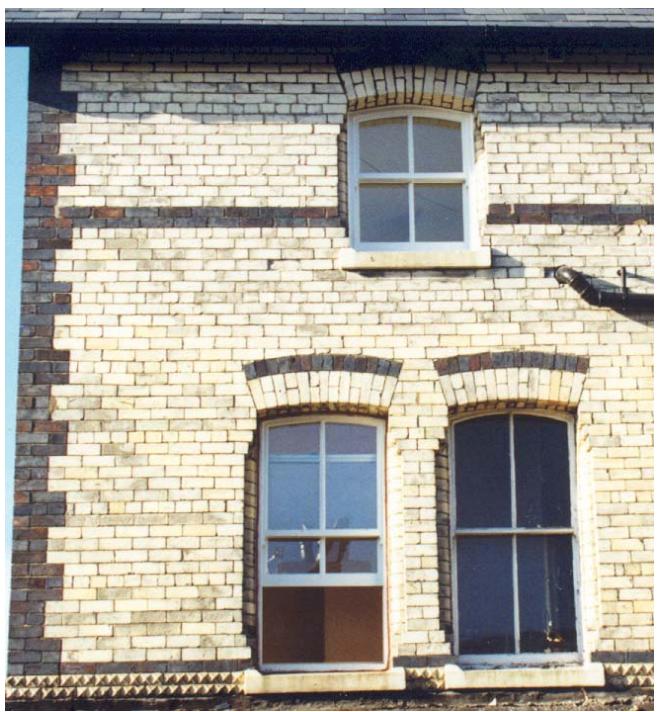
Listed buildings

1. The Council will not permit the replacement of authentic timber windows and doors in listed buildings unless they are wholly beyond reasonable restoration or repair.
2. Where authentic windows and doors within the listed building are wholly beyond reasonable restoration or repair, the Council will permit their replacement so long as the said replacements are exact replicas of the original windows and doors in terms of means of opening, materials and fenestration detailing.
3. In the case of replacing windows and doors, which are not authentic to the original architectural quality of the listed building, i.e. the replacement of 1960's alterations, the Council will only permit replacements, which are authentic in style and design to the original character of the building. The Council may not permit the replacement of some earlier alterations, for example Victorian alterations of Georgian properties.

Conservation Areas

1. In buildings within conservation areas subject to an Article 4 Direction – see description, the Council will only permit the replacement of original windows and doors in cases where they are wholly beyond reasonable restoration and repair.
2. Where authentic windows and doors within the building are wholly beyond reasonable restoration or repair, the Council will permit their replacement so long as the said replacements are exact replicas of the original windows and doors in terms of means of opening, materials and fenestration detailing.
3. The Council may allow the replacement of existing timber sliding sash windows in Conservation Areas with a sliding sash UPVC window only where that replacement is of the exact design, form and profile of the existing window(s) it replaces in terms of fenestration detail. Also, it ought to be set in reveal in the same position as the original box sash window. Where such a UPVC replacement will not be permitted will be where the existing windows are of a unique form, which cannot be produced in UPVC, or incorporate original stained glass. UPVC will not be permitted in any listed building.
4. In the case of replacing windows and doors, which are not authentic to the original architectural quality of the building, i.e. the replacement of 1960's alterations, the Council will only permit replacements, which are authentic in style and design to the original character of the building.

Examples of Sympathetic Repair and Replacement of Windows



Above: Example of new timber sash windows recently installed into a Victorian property in Lytham. The lower right hand side window is original.



Above: UPVC sliding sash windows recently installed into a Lytham house. Advances in UPVC technology have resulted in some fairly convincing replicas, but the black rubber seals around the edge of the glass and the thickness of the mid-rails are a detraction.



Above: Original sash windows in a Lytham house, which have recently been fully refurbished, upgraded and draughtproofed by a national company, which specialises in this work.

Do I Need Planning Permission or Listed Building Consent?

Listed Buildings

- The repair of existing windows and doors does not require Listed Building Consent.
- 'Like for like' replacement, identical in every way to the original windows or doors in terms of materials, means of opening and joinery detailing would not require Listed Building Consent.
- However, Listed Building Consent would be required for replacement windows or doors if they were not the same as the existing or original windows.

Conservation Areas

- The repair of existing windows and doors does not require planning permission.
- 'Like for like' replacement, identical in every way to the original windows or doors would not require planning permission.
- However, planning permission is required to replace windows and doors on most properties in conservation areas subject to an Article 4 Direction*.
- Residential houses in use as one dwelling (as opposed to divided into flats), in conservation areas not subject to an Article 4 Direction, can replace their windows and doors without planning permission.
- Residential houses in use as one dwelling (as opposed to divided into flats) in areas, which are subjected to an Article 4 Direction, do require planning permission for changing windows and doors if the proposed replacements are different to those being taken out.
- Other properties within conservation areas (flats, shops, offices, etc.) do require planning permission for changing windows and doors if the proposed replacements are different from those to be taken out.

***Article 4 Direction**

Additional powers of control exercised by a local authority to control detrimental changes in conservation areas, for example replacement of windows and doors with unsympathetic designs.

Is there any situation where UPVC would be acceptable for use in Listed Buildings or Conservation Areas?

There have been recent advances in UPVC technology, which has resulted in some fairly convincing replicas of traditional timber sliding sash windows, and consequently in some situations, a UPVC sliding sash window may be acceptable.

The Council will allow the replacement of existing timber sliding sash windows in Conservation Areas with a sliding sash UPVC window, where that replacement is of the same design, form and profile of the existing window(s) it replaces in terms of fenestration detail. Also, it ought to be set in reveal in the same position as the original box sash window. Where such a replacement will not be considered acceptable will be where the existing windows are of a unique, traditional form such as incorporating original stained glass. Or where the buildings form part of the curtilage of a listed building and require Listed Building Consent as being important to the setting of that listed building.

UPVC would NOT be acceptable under any circumstances in listed buildings

General Advice

If you are considering replacing windows, doors or architectural joinery irrespective of whether your property is a listed building or stands within a conservation area, please contact the Planning Department at Fylde Borough Council, Wesham. Officers will be able to advise you on whether planning permission and/or listed building consent is required

Planning Department, Wesham: Telephone 01772 671488

Original windows and doors should be repaired whenever possible. In only around 5% of cases is wholesale replacement necessary.

In the few cases where original windows and doors are beyond economic repair, they should be replaced with identical copies of the originals, ensuring close attention is paid to recreating the dimensions of glazing bars and fenestration details.

*For general advice on repair, reinstatement and maintenance of architectural joinery features including windows, doors, verandahs and bargeboards, please contact the Council's **Urban Design and Regeneration Unit**, St. Annes Town Hall, telephone: 01253 721222.*

Frequently Asked Questions

The following are questions, which are often asked of the Council's officers.

Q. I live in a conservation area and wish to install UPVC replacement windows. Do I still need planning permission as my immediate neighbours and other households in the area have all installed UPVC in the past?

A. *If you live in a dwelling house i.e. not a flat; and you are not in an area covered by an Article 4 Direction* it may be that you do not need permission. You should check with the Planning Department and have any query confirmed in writing. If you do require planning permission, the guidance given in this document is of paramount importance. Examples of bad alterations to buildings occur in many streets. Their presence does not mean that they are appropriate or that they have been approved. The advice in this guidance will apply, even if the property on either side of your building has had inappropriate windows or doors installed.*

Q. The double glazing salesman told me I did not need planning permission for replacement windows in my house, but now the Council is taking enforcement action and has demanded I remove the new windows. Who is right?

A. *If your property is a listed building, listed building consent must normally be obtained prior to installing replacement windows. If your property is within a conservation area and not a dwelling house, or in an area covered by an Article 4 Direction* and a dwelling house, planning permission would normally be required. It is the responsibility of the householder to check if permission is required – if you are unsure, always speak to the Planning Department. Most window companies have small print in their sales contract, which states it is the responsibility of the customer to check if planning permission is required and they cannot be held liable for any advice their salesman gives. The Planning Authority can take legal action (Enforcement Proceedings under the Planning Act) to make you remove the new windows and reinstate the original windows.*

Q. My property was burgled and the police crime prevention officer said the original sash windows were insecure and should be replaced with UPVC. Is this correct?

A. *This is not correct, as there are secure insurance company approved sash window locks readily available, which can be easily fitted by householders.*

Q. My Victorian house stands within a conservation area but has had aluminium windows installed in the recent past. I now wish to replace these with UPVC. Do I need planning permission?

A. *If the new UPVC windows are materially different to the existing aluminium frames, then planning permission may be required if an Article 4 Direction* is in place – check with the Planning Department.*

***Article 4 Direction**

Additional powers of control exercised by a local authority to control detrimental changes in conservation areas, for example replacement of windows and doors with unsympathetic designs.