

## A Planning Information Leaflet

# I want to put new windows in my house



**If you require a copy of this leaflet in large print, Braille or translated into another language, please contact:**

The Planning Department  
Rochford District Council  
Tel: 01702 318191

Email:

**[planning.enquiries@rochford.gov.uk](mailto:planning.enquiries@rochford.gov.uk)**

or visit the website:

**<http://www.rochford.gov.uk>**

# **I want to put new windows in my house**

Some development can proceed as "permitted development". This means that a planning application is not required.

If you live in a house, a planning application is not required for repairing, fitting or replacing doors and windows (including double glazing). However, any upper floor window in a side facing wall or roof slope must be obscure glazed and non-opening below 1.7 metres from floor level. Permission may be required if the proposed windows are within an extension or a more modern house where these allowances have been withdrawn by a planning condition, so please check with the Planning Division.

If you wish to replace an obscure glazed window with clear glass you should check with the Planning Division that there are no conditions preventing this at your property.

The replacement of existing windows with double glazing does not require permission unless the house is a Listed Building. If you live in a flat or maisonette, you may need permission for replacement windows if the window has the effect of changing the appearance of the building. You should, therefore, consult the Planning Division on this matter.

A bay or bow window, which projects beyond any wall to a principle elevation of your house and comes closer to a public highway than at present will require permission.

Is your house a Listed Building?

**Note:** If the answer is "**Yes**", an application for Listed Building Consent will be required for any new windows irrespective of the requirement for planning permission which maybe also be necessary as detailed above.

## Building Regulations

Whether your new windows and doors are permitted development or if it requires a planning consent, you must also consider whether you need to submit a Building Regulation application.

A Building Regulation application is required if you answer "**Yes**" to either of the following questions:

1. Are you intending to create a new window?
2. Are you intending to make an existing window wider or taller?
4. Are replacing windows and the installer is **not** a member of FENSA?

A Building Regulation application will be required if you answer "**Yes**" to any of the following questions:

## **The FENSA Scheme**

The **FENSA** scheme allows installation companies that are registered with the scheme to self-certify that their work complies with the Building Regulations.

Further advice and application forms is available on our website **<http://www.rochford.gov.uk/buildingcontrol>**

## Contact Information

Officers are available by phone from 8.00 am to 5.30 pm Monday to Thursday and 5.00 pm on Friday or you can visit the offices between 8.30 am to 5.00 pm Monday to Thursday (4.30 pm on Friday) and speak to a Duty Officer.

Telephone:

Planning: 01702 318191

Building Control: 01702 318081

Fax: 01702 318181

Or you can email:

**[planning.applications@rochford.gov.uk](mailto:planning.applications@rochford.gov.uk)**

**[building.control@rochford.gov.uk](mailto:building.control@rochford.gov.uk)**





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