

## WINDOWS AND PLANNING ISSUES

If a church wishes to change the windows of its chapel or hall, it is necessary to obtain two separate and distinct approvals – “Planning” and “Building Regulations”.

### **Planning Approval**

If you are replacing a window exactly like for like, ie wood for wood, metal for metal and to the same profile and appearance and number of panes of glass, no planning approval is necessary. However, if you are replacing wood with metal or UPVC or enlarging the frame to accommodate the double glazing units, or changing the number or sizes of panes or altering the appearance in any other way, you will need planning approval. The application would need to be submitted to the Local Planning Office with a photograph or drawing of the existing and a manufacturers’ / installers’ picture of the proposal. (Note: this does not apply to replacing broken glass, single or double glazed, within a window, or replacing an isolated rotten part of the framing, only total replacement is affected.)

### **Conservation Area**

If you are in a Conservation Area there are further issues to address. Initially, you merely tick the appropriate box on the planning application form. There is no extra charge, but the Conservation Officer will have a view and may insist on amendments that will make the replacement more expensive.

### **Listed Building**

If you have a listed building, an additional application for listed building consent must be submitted at the same time as your planning application. There is no additional fee, but again the examination of the details and materials will be more rigorous and you must expect the quality of the replacement to be above standard.

### **Building Regulations**

Building Regulations approval is obtained from the local Building Control Department (often housed in the same building as your local planner, but having no functioning overlap). Any replacement window has to meet Part L and Part N of the newly revised Building Regulations requirements. Part L deals with thermal insulation and Part N deals with glazing and safety. Any replacement window has to meet these new requirements of improved thermal capacity and quality of glazing.

### **Registered Installer**

One way of ensuring this acceptability to your local Building Control Department is to employ a registered installer who will include in his price an allowance for confirming to the local Building Control Department that the new windows conform. The installer has to be registered with the British Glass Federation. If you chose not to employ a registered installer, your local builder or a church officer will need to visit the Building Control Department and obtain approval in that way. Obviously if you employ someone else to obtain this approval there will be a modest cost.

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