



*B*OURNVILLE
VILLAGE

CONSERVATION AREA DESIGN GUIDE

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Bournville

IS ONE OF THE BEST PLANNED ARTS AND CRAFTS VILLAGES IN THE COUNTRY. IT IS KNOWN INTERNATIONALLY AS AN EXCELLENT EXAMPLE OF THE ENGLISH GARDEN CITY MOVEMENT IN TOWN PLANNING. TO PROTECT ITS SPECIAL CHARACTER, BIRMINGHAM CITY COUNCIL FIRST DESIGNATED BOURNVILLE VILLAGE A CONSERVATION AREA IN 1971. THE CONSERVATION AREA WAS EXTENDED IN JUNE 1981 AND AGAIN IN JULY 1994. IN 1996, THE CITY COUNCIL PLACED AN ARTICLE 4(2) DIRECTION ON THE CONSERVATION AREA TO GIVE IT FURTHER PROTECTION (THIS IS EXPLAINED ON PAGE 16).



The original designers of Bournville took great care with the design of the houses. This is a very good example.

1.1 WHO IS THIS GUIDE FOR?

THIS GUIDE IS FOR RESIDENTS in Bournville Village Conservation Area. It contains practical advice and information to help you make repairs and improvements to your home that maintain the character of the area. Alterations which are out of keeping with the original appearance of the houses and streets can spoil the quality of the environment forever.

Birmingham City Council and Bournville Village Trust can do much to lead in the protection of the area. But residents need to care for their own home with the attention to detail shown by the original designers. We share a duty to protect the special character of the area, not only for today's residents and visitors, but also for those of tomorrow.

As a resident, it is in your interest to keep the special character of your home and area. Usually, houses in well-maintained Conservation Areas have a greater value than those outside.

You are affected by extra planning controls because your home is in the Bournville Village Conservation Area. These are explained on page 16, where there is a list of the types of alteration for which you will need to make a planning application.



This is a general guide. It cannot answer every question you might have about changes to your home.

If you are in any doubt, please telephone or write to Birmingham City Council's Planning Control South Team or Bournville Village Trust Estate Office for advice. The address and telephone number are at the back of the guide.

Please take the time to read this guide, and keep it for future reference.

This guide has been adopted as Supplementary Planning Guidance to the Birmingham Plan following its approval by the Planning Committee in November 1997.

Bournville

The grouping of houses plays an important part in the character of the area.



Bournville Junior and Infants Schools



1.2 WHAT MAKES BOURNVILLE VILLAGE SO SPECIAL?

WHEN GEORGE CADBURY established Bournville Village Trust in 1900, one of his main aims was to create a community and not just a housing estate. The social mix of people living on the estate, the variety of buildings and the large open spaces together created a unique environment. Today, Bournville Village is internationally recognised for its great architectural and historic interest. The design can be compared with similar initiatives elsewhere in England, such as at Port Sunlight near Liverpool.



Bournville inspired the Garden City Movement of the early 20th century. The Movement's aim was to create beautiful areas for working people to live in, with clean air, lots of space and individually designed houses. These areas would give people a better quality of life away from the cramped, mass-produced housing of the late 19th century.

The village has a rural feel, although it is only four miles from Birmingham City Centre. Its parks and recreation grounds create green open spaces which are an important part of the area's special character. The village is largely made up of traditional brick built houses, many of them semi-detached. They are grouped in informal patterns which helps create a sense of community.

Most of the 780 houses in the Conservation Area were built between the late 1890s and the early 1900s. At the centre is the Village Green, surrounded by shops, places of worship, schools and college buildings.

Below left to right

Individually designed houses add to the special character of Bournville

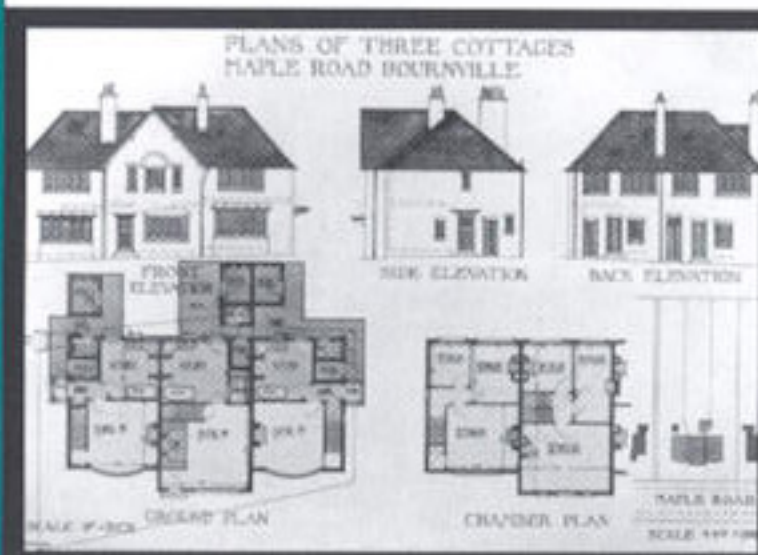
1.3 WHAT IS A CONSERVATION AREA?

IF THE LOCAL PLANNING AUTHORITY (in Birmingham this is the City Council) thinks that an area has special character which should be preserved or enhanced, it can designate it a Conservation Area. This enables the Council to influence the kind of changes that happen in the area. The law is set down in the Planning (Listed Buildings and Conservation Areas) Act 1990.

Birmingham City Council has produced a separate leaflet called *Conservation Areas: A Guide for Owners and Occupiers* which explains what Conservation Area status means. Please ask the Council's Conservation Group for a copy if you would like to find out more.

Below

The heart of Bournville Village - The Green



2
REPAIRS AND
ALTERATIONS
IN KEEPING WITH THE AREA

A typical Bournville street scene - modest houses of different styles using a variety of materials. Careless changes can destroy the character of such streets



*T*HERE ARE MANY REASONS WHY PEOPLE WANT TO MAKE CHANGES TO THEIR HOME. REPAIRS MAY BE NECESSARY DUE TO NATURAL DECAY; FAMILIES MAY NEED MORE SPACE; OLDER GARAGES MAY NEED TO BE REPLACED; NEW OWNERS MAY WISH TO PERSONALISE THEIR HOME.

LIVING IN A CONSERVATION AREA does not mean you cannot make alterations to your home. But it does mean that changes you make should preserve or enhance the character of the buildings and the area as a whole.

The houses in the Conservation Area were built in a wide variety of designs. However, they all blend together because similar building materials, scale and architectural details were used. This unity gives the

area its unique character. Any alterations to individual buildings may affect the whole street scene if they are not in keeping. The more random the alterations, the more seriously the area may be affected.

Some properties were altered before the strict controls of the Article 4(2) Direction took effect (see page 16). Where this has happened, we encourage residents to restore the original appearance of their property. In time the character of the area will be enhanced.

This guide explains how you can ensure that any changes that you make retain the character of the area. It should answer many of the questions you may have but, if you are in any doubt, please contact the Council's Conservation Group or the Bournville Village Trust Estate Office for advice (see Contact Details on back cover). Some of the technical terms you will come across are marked with an*. These are explained on page 18.

Below

Some changes that were made in the past have not always been in character. This guide should help you to enhance your home by giving advice for future changes.



Right

This garage extension could have been improved by setting it behind the front of the houses. The City Council's Conservation Group can offer advice on how best to plan changes to your home.



2.2 **S**PECIALIST HELP

TO MAKE REPAIRS and alterations that preserve or enhance the character of your property you may need to ask specialist suppliers and craftsmen for help. Some of the materials and skills you will need may no longer be in common use and may take time to find. Please check with the Council's Conservation Group or Bournville Village Trust Estate Office if in doubt. They will be pleased to give you advice on where to look for specialist help. They can make sure that the work you or your builder propose to do will retain the character of your home.

*B*OURNVILLE

Regular maintenance can help preserve the historical appearance of your house



2.3 WILL SPECIALIST HELP COST MORE?

WE WILL ALWAYS ENCOURAGE you to repair rather than replace original features wherever possible and repair is often a less expensive option. The houses in the area were built to a very high standard. Original doors, windows and other features rarely need to be replaced if they are properly maintained.

Specialist services and materials can be more costly than the mass-market, ready-made alternatives, but not always. However, many residents view the expense as an investment. If you preserve or enhance the original appearance of your house this can help to maintain, or even increase, its value.

2.4 BUILDING REPAIRS

YOU CAN AVOID costly repairs by regular maintenance. For example, you should clear blocked gutters, repaint woodwork regularly and re-fix roof tiles or slates if they come loose. However, where repairs are needed, it is important to use the right materials and methods. Below you will find some advice to help you carry out repairs to your home.



2.5 REPAIRING & REPOINTING BRICKWORK

WHERE BRICKS HAVE spalled*, chipped or decayed, they should be cut out and replaced with matching bricks. You can either use second hand bricks from building salvage suppliers or try a specialist brick manufacturer or supplier. The houses in the area were built using Imperial* size bricks which are not difficult to find.

Please take care to match the colour and texture as well as size of bricks when choosing replacements. Always match the brick bond* on new brickwork to the original.

It is in your interest to carry out repointing to the highest standards. Poor repointing work can make the brickwork decay more quickly. First, you should rake out loose and decayed mortar by hand using a hammer and chisel. Do not use mechanical grinders.

Apply new mortar carefully to the open brick joints with a suitable pointing trowel. The mortar should match the colour and texture of the original. Generally, we recommend that you use a mixture of 1 part cement, 1 part lime and 6 parts sand. Take care not to let mortar spread over the faces of the bricks. The Council's Conservation Group can give you advice on repointing.

2.6 ROUGHCAST

DO NOT REMOVE roughcast* from walls unless you have to do so for repair, in which case you should replace it. Take care to match the existing colour and texture. You will need to find out the composition of the roughcast before you can choose the right material for repairs. The Council's Conservation Group or Bournville Village Trust's Estate Office will be able to advise you. Roughcast was often left natural and not painted.



Left
Examples of
roughcast houses

2.7 HALF TIMBERING

HALF TIMBERING* is an important part of the character of some houses. This should always be retained and repaired where possible. Replacement timbers should look exactly like the originals and be painted or stained to match.

2.8 TILE HANGING & SLATE HANGING

SOME HOUSES HAVE areas of tile hanging. This is where plain clay tiles have been applied to the walls on timber battens. Sometimes bands of specially shaped tiles are added. Tile hanging can easily be repaired or replaced if necessary. Make sure that new clay tiles match the originals. Slate is sometimes used in a similar way and should be repaired with matching slate where necessary.

Right
Slate hanging

Below
Tile hanging



2.9 PAINT & OTHER WALL HANGINGS

PLEASE DO NOT paint original brickwork or cover it with artificial finishes such as stone cladding. Paint, cladding or render may trap moisture and cause serious damage to walls. If architectural details are covered over this can also spoil the appearance of the property and the street scene. You may need Planning Permission to apply paint or other coverings to walls. Check with the Council's Planning Control South Team.



Below

An attractive half
timbered porch on
a brick house



2.10 **P**AINT REMOVAL & CLEANING BRICKWORK

THE ORIGINAL BRICKWORK on some buildings may have been covered over with paint in the past. It is normally possible to remove it to restore the original appearance of your house. But you must choose a suitable method to do this. Abrasive or grit blasting techniques are likely to damage brick surfaces permanently. Please ask the Council's Conservation Group or Bournville Village Trust's Estate Office for advice.

2.11 **W**INDOWS, DOORS & JOINERY

THE ORIGINAL DOORS and windows on most houses in the Conservation Area are timber. Some windows have steel opening casements. Many have original leaded lights*. These are an important part of the character of the houses and should be retained. If leaded lights have been damaged, it is surprisingly inexpensive to have them restored to their original condition.

2.12 **R**EPAIR

PLEASE REPAIR ORIGINAL windows and doors wherever possible. This will be cheaper than replacing them and will make sure you keep the character of your house.

Rotten areas of sills*, jambs* and casements* can be cut out and replaced with new timber cut to the same size and shape. This is a fairly quick and inexpensive way to repair your windows and doors.

2.13 **R**EPLACEMENT

IF YOU DO NEED to replace doors or windows you should copy the original exactly. Ready-made replacements are not acceptable. A good carpenter will be able to make a replacement using the original window or door as a pattern so that the details are copied accurately. If the original windows were removed by previous owners, please ask the Council's Conservation Group for advice on how to copy the originals.

You must use traditional materials. uPVC is not suitable. It is

impossible to copy the original timber moulding details and glazing bars* in uPVC. If windows and doors are gradually replaced with a variety of styles, the whole street scene will be spoilt. It is the unique architectural details of the houses which make the area so special.

If you want the replacements to be double-glazed, you need to take extra care to ensure that they still look like the originals. New double glazed timber windows can usually be made to match. Alternatively, secondary glazing, if carefully fitted, will not spoil the appearance of the building and will allow the original windows to be kept.

An original timber sliding sash window



Timber casements with glazing bars

Original timber doors like these should be retained



An example of a replacement uPVC door which is out of keeping with the traditional houses of Bournville

Most of the original opening windows in the area are either casement or sliding sash. Please do not substitute one style for another. Keep the catches

from the original windows and use them on the replacements. If the originals have already been lost, a specialist ironmonger or building salvage supplier will be able to supply catches to match. Windows should be set back into their original position within the depth of the reveal. Please do not change the original size of the opening as it is likely to spoil the whole appearance of the house.

You may need Planning Permission to replace your windows. Please check with the Council's Planning Control South Team.

2.14 ROOFS

MOST ROOFS IN THE AREA are covered in slate, plain clay tiles or pantiles* of varying colour and size. Ornamental ridge tiles are quite common in some parts of Bournville.

Slate has a long life expectancy if it is properly maintained. Problems are usually due to rotten fixing nails or wooden battens. If you need to carry out repairs it is usually possible to re-use slate. Missing slates can be matched quite easily from building material salvage suppliers. Please remove any decorative features carefully before starting work and replace them in their original position. If you are thinking of using artificial slates, please contact the Council's Planning Control South Team or Bournville Village Trust's Estate Office for advice. They are not acceptable on front slopes of the house, or any



Plain clay tiles have been used on the main roof and on the bay window of this house

Clay pantiles create a textured effect

other slope which can be seen from the street or public open space. Clay tiles come in many shapes and sizes, ranging from small plain tiles to large pantiles*. Again, please re-use original tiles where you can rather than replace them with new tiles. If replacement is necessary, take care to match the colour, texture, size and weight of the originals. This will help to maintain the unity of the street scene.

The roof space must only be ventilated by traditional methods. Plastic ventilators, grilles and vents visible from the street are not acceptable. Ventilation from under the eaves is the traditional method.

You will need Planning Permission to change the roof material.



Slate roofs with lead-covered ridges

*B*OURNVILLE

Modern windows like the one on the right can change the character of your house

2.15 CHIMNEYS

THERE ARE MANY different styles of chimney in Bournville. Most are brick and some are finished in roughcast*. The chimneys are an important part of the character of the area and must not be taken down or altered. Please keep your chimney in good repair. If you need a new flue for a new central heating system for example, it should run inside the existing chimney if possible. You will need Planning Permission to make any alteration to your chimney.

2.16 FRONT GARDENS & BOUNDARIES

BOURNVILLE'S FRONT GARDENS, often set behind hedges, are a particularly attractive and original feature of the area. They provide a suitable setting for the houses and add to the feeling of space and greenery.

You should retain your existing front boundary walls and fences if you have them (for example in Mary Vale Road), and repair them if necessary. You will need Planning Permission to build or demolish a front boundary wall or fence.

Bournville Village Trust adopted an 'open plan' policy in the 1960s on much of the estate, which is unlikely to be reversed. This means that in some parts of the area it is not acceptable to put up front walls or fences. Please check with the Council's Planning Control South Team or Bournville Village Trust Estate Office.

2.17 DRIVEWAYS

IF YOU WANT TO LAY a new driveway in your front garden to park your car, this may be acceptable if there is no other off-street parking available. You will need Planning Permission.

Please retain the majority of your front garden as grass, shrubs and flower beds and keep the driveway as small as possible.

Please select materials for your driveway that are in keeping with the area. For example, gravel will look better than tarmac because of its neutral colour. Soften the edges of the driveway with planting.

2.18 RAMPS FOR PEOPLE WITH DISABILITIES

ACCESS RAMPS MAY be very necessary for some residents. However, please choose a design and use materials that are in keeping with the area. You can soften the outline of a ramp with planting. Any brickwork should match the bricks used for the house and handrails are best painted a dark colour. You may need Planning Permission to build a ramp. Please check with the Council's Planning Control South Team.



Above

A successful driveway which retains much of the front garden

Right

Large areas of paving can look hard and unattractive

Below

The appearance of this ramp could be improved by planting to soften its outline



Above

Attractive front gardens provide a suitable setting for Bournville houses

Centre

The hedge on the right helps retain the garden appearance of this frontage and screens the driveway

Right

Boundary walls in Mary Vale Road. These should be retained.

A wealth of Bournville details including half timbering, timber brackets supporting the eaves and an oriel window with leaded lights



*T*HE ARCHITECTS OF BOURNVILLE VILLAGE PAID GREAT ATTENTION TO THE ARCHITECTURAL DETAILS OF THE HOUSES AND THERE IS QUITE A VARIETY TO BE SEEN ON THE ESTATE. THESE DETAILS AND MATERIALS INCLUDE; CONSOLE BRACKETS*, STRING COURSES*, DECORATIVE MOULDINGS, TERRACOTTA DETAILS*, STAINED AND LEADED GLASS, CARVED TIMBER WORK, ROOF TILES, SLATES, DECORATIVE RIDGE TILES AND CHIMNEYPOTS, BRICKS, TILE WINDOW SILLS AND PROJECTING EAVES.



left to right

An oriel window supported on a timber bracket

Typical chimney details add interest

A very beautiful original front door with decorative brick surround and timber canopy

3.1 **D**ECORATIVE FEATURES

IT IS ESSENTIAL TO RETAIN all original decorative features. Once lost, original details are rarely replaced. Their removal can spoil the appearance of individual buildings and eventually damage the whole street scene.

If decorative features on your house are beyond repair, a specialist will be able to make an exact replica or a building materials salvage supplier may be able to help. Please contact the Council's Conservation Group or Bournville Village Trust's Estate Office for advice.

3.2 **P**AINTWORK

PLEASE CHOOSE COLOURS for exterior paintwork carefully. Colours should be traditional and in keeping with the rural quality of the environment. Cream is preferable to white as the main colour. Dark, sober colours are acceptable for doors and sills. The architect's original drawings show that olive green was often used and this looks very attractive. Before you start to paint, please contact the Council's Conservation Group or Bournville Village Trust's Estate Office to check that the colour you want to use is acceptable.

You will need to apply for Planning Permission if you want to use non-traditional colours. The City Council will not give Planning Permission for garish or bold colours which will stand out and break the uniformity of the street scene.

Half timbered features should be painted black and white or brown and cream. However if they were originally stained, please do not paint them.

3 D E T A I L S

3.3 **S**ATELLITE DISHES & TELEVISION AERIALS

BOURNVILLE VILLAGE TRUST does not approve of satellite dishes on the estate. The Trust only approves the erection of television aerials on the roof where there is no communal aerial. You would have to prove that you need to put an aerial on the roof to get a good reception.

3.4 **U**TILITY SERVICE BOXES & BURGLAR ALARM BOXES

PLEASE KEEP EXISTING traditional utility service boxes if you can. Position modern gas, electricity and water meter boxes so they are not too noticeable and please paint them a dark colour. Try to make them blend in with the background.

Burglar alarm boxes should also be located where they will not be too noticeable. Try to choose a colour to blend with the background.



Right

An original service box

Far right

Modern service boxes are out of keeping and should be placed out of sight where possible and painted to match the background colour

Original cast iron
drainpipe and
hopper head



3.5 **G**UTTERS & DRAINPIPES

IT IS ESSENTIAL to keep your gutters and drainpipes in good repair because leaks can cause damp problems in walls. The original gutters and drainpipes in the Conservation Area were cast iron. If you need to replace your gutters and drainpipes you may be able to use painted cast aluminium, which can look the same as cast iron. Check that it matches the original and paint it either black or another dark colour to match your paintwork. Decorative cast iron hopper heads* must always be kept.

*M*OST HOUSES IN BOURNVILLE VILLAGE ARE MODEST IN SIZE. THIS MEANS THAT, IN MOST CASES, ANYTHING OTHER THAN A SMALL EXTENSION WILL NOT BE ACCEPTABLE. HOWEVER, WE UNDERSTAND THAT YOU MAY WISH TO EXTEND YOUR KITCHEN, FOR EXAMPLE, TO BRING IT UP TO MODERN STANDARDS.

YOU WILL NEED Planning Permission for most extensions. You will also need the permission of Bournville Village Trust. Each case is decided on its individual merits. If you are planning to extend your property, it is best to discuss your ideas with the Council's Planning Control South Team and Bournville Village Trust's Estate Office before you finalise your plans. When you consider an extension to your home, please remember that the simplest design is often the best. Features which are fashionable now may be unfashionable in years to come and may not be in keeping with the area. You

should design your extension with the same care taken by the original architects of Bournville. All details should be in keeping with your and your neighbour's property.

4.1 ONE & TWO STOREY EXTENSIONS

YOU WILL NEED to consider the following:

- ❖ Will your proposed changes add to or detract from the enjoyment of the whole area by you, your neighbours and visitors?
- ❖ How will the extension affect the overall shape of the house? The extension should not dominate the existing building or street scene.
- ❖ Will the extension make the building too big in relation to the plot size? The extension should not spoil the original garden setting.
- ❖ The extension should continue in the style of the original house. Are the proportions of the extension, position of doors and windows, and roof pitch in keeping with the whole building?
- ❖ The extension must not upset the architectural balance of a symmetrical pair of semi-detached houses.



Above and below

Examples of two storey extensions that do not follow the design of the original houses



Below

This combined flat roofed porch and garage was fashionable when built but is not in sympathy with the style of the house



- ❖ All door and window openings on the extension must be the same proportion as those on the original house. New timber door and window frames must be the same as the originals on the house.
- ❖ Roofs on extensions should take the same general form as the roof on the original house and use matching materials. Please avoid flat roofs because they do not reflect the character of the area.
- ❖ Extensions to the side of the house should not fill the space between houses because this creates a 'terraced' effect and changes the character of the street.
- ❖ The Bournville Village Trust requires that you allow at least one metre between a proposed extension and the boundary of your property at first floor level.
- ❖ Will the extension affect your neighbours' view or daylight? You will need to find out the rules on this, which are contained in the *45 Degree Code* guidance leaflet. You can get a copy from the City Council's Planning Control South Team.

It is normally more acceptable to add an extension to the back of your house where it will not be seen from the street.

4.2 **C**ONSERVATORIES

PLEASE DESIGN YOUR conservatory to blend in with the main house. A highly decorative conservatory will not look right with a simple house design. It should be built in timber and painted rather than stained. uPVC conservatories are not acceptable. Most conservatories will need Planning Permission.

4.3 **D**ORMER WINDOWS & ROOFLIGHTS

POORLY DESIGNED ALTERATIONS to the roof profile will damage the character of the area. If you do want to put in a dormer window, it should be in keeping with the style and proportions of the existing house. There are many examples of original dormers in Bournville Village that you can use as a guide. Place dormers well away from the eaves and below the ridge.

In most cases you will need Planning Permission. Dormers which are too large or are on the front or side of the building are not usually acceptable.

You will also need Planning Permission to install a rooflight to the front or side of your home. Rooflights at the front are not usually acceptable. Where they are acceptable, rooflights should be small and fitted flush with the roof covering.

4.4 **P**ORCHES

SOME HOUSES IN Bournville were built with a porch, though many were not. You may be able to add a porch or canopy provided it will not look out of keeping with the style of your house. Choose traditional materials and details to match the building. You will usually need Planning Permission for a porch or canopy.

However, in some cases, adding a porch will upset the architectural balance of a pair of semi-detached houses, and would not be acceptable.



Original flat roofed and gabled dormers are attractive features

Below

Flat roofed garages can look out of place

Below right

A successful garage extension which matches the house and is set well back from the road. Note the hinged timber doors



Below left

A flat roofed porch may not look right on a Bournville house

Below

A new porch which blends with the house



4.5 **G**ARAGES

BOURNVILLE WAS DESIGNED before car ownership was widespread. Timber garages were often added as people bought cars and these have become part of the character of the area. Replacement timber garages are inexpensive and help preserve that character.

Today however, many people prefer a brick-built garage. If you want to build a garage or replace an existing one, you need to plan it carefully.

The design must be in keeping with the house. It should be set well back from the front wall of the house. Please choose side-hinged, timber doors rather than metal 'up-and-over'

doors and paint them to match the paintwork on your house. The roof should usually be sloped to match the roof of the house. In most cases, you will need Planning Permission.

4.6 **B**RICK BONDS

BRICK BONDS* ON new building work should match the original and where possible, should tie into the existing brickwork. Eventually, the new brickwork will weather down to blend in with the original.



Beautifully crafted brickwork in English bond - alternate rows of 'headers' and 'stretchers'.

*W*HETHER YOU NEED

PERMISSION DEPENDS ON WHAT YOU WANT TO DO. HOWEVER IN MANY CASES YOU WILL NEED THE PERMISSION OF BOTH BOURNVILLE VILLAGE TRUST AND BIRMINGHAM CITY COUNCIL BEFORE YOU MAKE ANY CHANGES.

5.1 PERMISSION FROM BOURNVILLE VILLAGE TRUST

BEFORE YOU START the work, you will need the Trust's permission for any alteration that affects the external appearance of the building. This also applies if you want to put up a greenhouse, shed or other building in your garden. If you are a Trust tenant, you will also need permission before you make any internal alterations.

5.2 HOW TO APPLY

YOU NEED TO apply in writing and provide drawings showing what you want to do. There is no application form. The Trust will assess your proposals and let you know whether they are acceptable.

You will have to pay a small fee (on a sliding scale which depends on the type of work involved) when you receive permission.

The Trust's permission is entirely separate from any permission you may also need from Birmingham City Council.

5.3 PERMISSION FROM BIRMINGHAM CITY COUNCIL

YOU MAY NEED permission before making any alterations to your home. The different kinds of permission that may be necessary are explained below. Please read it carefully.

5.4 PLANNING PERMISSION

YOU SHOULD CHECK with the Council's Planning Control South Team to find out if you need Planning Permission.

In many cases you will need Planning Permission to do work which, outside the Conservation Area, would not need permission. This is because the area is covered by an Article 4(2) Direction. This is explained on page 16.

5.5 WHAT IS AN ARTICLE 4(2) DIRECTION?

AN ARTICLE 4 (2) DIRECTION is a regulation which gives extra legal protection to a Conservation Area. The City Council has placed an Article 4(2) Direction on the Bournville Village Conservation Area because of its special character. This gives the Council more control over alterations to houses and gardens. Extra planning controls apply to the elevations of houses that can be seen from the street or other public place.

This means that you will have to apply for Planning Permission to do any of the following if it will be seen from the street, public footpath, the village green, the parks or recreation grounds:

- ❖ Build an extension of any size including a porch, conservatory or garage, or any other structure such as a garden shed, oil tank, outbuilding or swimming pool.
- ❖ Make any alteration to the roof. This includes changing the slates or tiles and putting in a dormer window or rooflight.
- ❖ Any new paved surface. This includes a patio, a driveway or a paved area in your front garden to park your car.
- ❖ Remove, replace or alter windows and doors. You would also need permission to put a new window or door opening into an existing wall.
- ❖ Build, alter or remove gates, fences, walls or other types of boundary.
- ❖ Paint the woodwork of the house in a non-traditional colour. This includes windows, doors and door frames.
- ❖ Paint the render or brickwork on walls.
- ❖ Fix an aerial to your house.

The Article 4(2) Direction does not prevent you from altering or repairing your home. But it does allow the City Council to give you advice about the best methods, designs and building materials to use. The aim is to preserve the special character of your home and neighbourhood.

5.6 PENALTIES FOR UNAUTHORISED WORKS

IT IS VERY important to remember that the Article 4(2) Direction is legally binding. You must apply for Planning Permission for any of the work listed above. The Council can take enforcement action if you carry out alterations without permission. This could require you to put your home back to its original condition. Failure to comply with an Enforcement Notice can lead to prosecution. The penalty can be a fine of up to £20,000.

5.7 CONSERVATION AREA CONSENT

AS WELL AS getting Planning Permission for alterations and extensions, it is necessary to apply for Conservation Area Consent to demolish a building in the Conservation Area. Please check with the Planning Control South Team if in doubt.

The Article 4 (2) Direction will protect important original details like these timber casement windows



5.8 **W**ORKS TO TREES

TREES PLAY AN important part in the character of Bournville and they are protected by Conservation Area law.

You will need permission to carry out any works to trees. Application forms for this work and advice on the care of trees can be obtained by ringing the number given on the back of this guide.

5.9 **L**ISTED BUILDING CONSENT

IF YOUR HOME is a listed building you may need Listed Building Consent to make any alterations. This includes the inside as well as the outside of the building. If you are planning to carry out any alterations please check first with the Planning Control South Team to see if consent is needed.

5.10 **B**UILDING REGULATIONS APPROVAL

YOU WILL NEED Building Regulations Approval for most alterations and extensions. This is to ensure that all work is carried out safely and to a high standard. Please check with the City Council's Building Consultancy before you start the work.

5.11 **H**OW TO APPLY

For Planning Permission, Listed Building Consent and Conservation Area Consent you will need to fill in an application form and provide drawings of your house as it exists and how it will look when work is completed. We recommend that a qualified architect or similarly skilled professional does the drawings for you. It is important that the drawings show full details of the alterations you propose.

Please contact the Council's Planning Control South Team for application forms and advice on how to apply for the above permissions. The Council has produced a separate leaflet called *A Householder's Guide to Making a Planning Application*. This is also available from the Planning Control South Team.

For Building Regulations Approval, contact the Council's Building Consultancy for advice and application forms.



6

EXPLANATION OF TECHNICAL TERMS

Below is a list of explanations for some technical terms used in this guide. They explain the special materials, details and techniques found in the houses of Bournville.

Brick bond

Arrangement of bricks in a wall, combining bricks laid lengthways (stretchers) and bricks laid widthways (headers).

Casements

The hinged opening sections of window frames.

Console bracket

A decorative bracket which supports a bay window, part of a roof or other feature that projects from the house.

Glazing bars

The bars of wood or metal which separate individual panes in a window.

Half timber

Often called 'timber framing', this means timbers applied vertically or horizontally to the walls of houses as a decorative feature. The timbers are either stained or painted a dark colour to contrast with the wall.

Hopper head

A cast iron box for collecting rainwater which feeds into a drainpipe.

Imperial bricks

The bricks used to build the houses, which are larger than today's 'metric' bricks.

Jambs

The side sections of a door or window frame.

Leaded light

A window made of small pieces of glass joined by strips of lead.

Pantile

A roof tile moulded in an 'S' curve. A roof covered with pantiles will have a wavy appearance.

Roughcast

Rendered wall finish with small stones added to the mixture to give it a rough textured appearance.

Roughcast elements

Small areas of roughcast used decoratively.

Sill

The bottom section of a window frame that projects from the wall to allow rain to run away.

Spalled bricks

Bricks that have lost their front faces or outer skins through frost damage.

String course

A projecting band of brickwork or stone, usually between the ground and first floors.

Terracotta details

Specially shaped bricks used as decorative features.



BOURNVILLE VILLAGE
CONSERVATION AREA

- Listed Buildings
- ... Conservation Area Boundary

- ❶ Bournville Junior School
- ❷ Bournville Infant School
- ❸ The Rest House
- ❹ Bournville School of Art
- ❺ Friends' Meeting House
- ❻ Bournville Parish Church
- ❼ Selly Manor and Minworth Greaves
- ❽ The Quadrangle
- ❾ Bournville Baths
- ❿ Kitchen walls and stables of Bournbrook Hall

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C O N T A C T

DETAILS

BOURNVILLE VILLAGE TRUST

Estate Office
Oak Tree Lane
Birmingham B30 1UB
Telephone 0121 472 3831



Birmingham City Council
Planning and Architecture

PLA0417 3K398

BIRMINGHAM CITY COUNCIL

Department of Planning and Architecture
Baskerville House
Broad Street
Birmingham B1 2NA

Conservation Group

(for advice about repairs and
alterations to your home)

Telephone 0121 303 2323

Planning Control South Team

(for general information
about Planning Permission)

Telephone 0121 303 3144

Building Consultancy

(for information about
Building Regulations)

Telephone 0121 303 3464

Tree Preservation

(for information about trees)

Telephone 0121 303 3154

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